

City of Cody City Council

AGENDA

Tuesday, December 6, 2016 – 7:00 p.m. (Pre-Meeting to begin at 6:15 p.m.)
Meeting Place: City of Cody Council Chambers – 1338 Rumsey Avenue, Cody, WY

Meeting Called to Order
Pledge of Allegiance
Moment of Silence
Roll Call
Agenda Review and Approval
Mayor's Recognitions and Announcements

Recognition – Retiring Employee – Doyle Stout
Recognition - Community Service – Cody Rotary Club

1. Consent Calendar

All items under the consent calendar will be acted upon in one motion unless a Councilmember or member of the public requests that an individual item be taken up under Conduct of Business.

- a. Approval of Minutes: Special Minutes from November 10 and Regular Minutes from November 15, 2016 meeting.
- b. Appoint Andrea Earhart as a Hearing Examiner.
- c. The Cody City Council hereby authorizes the Authorized Representative or Mayor to sign the State Small Business Credit Initiative Allocation Agreement Amendment with the amount allocated to the Collateral Support Program of \$59,561 for a total allocation to the Credit Guarantee Program of \$12,776,080.17 and the Seed Capital Network Program of \$451,830.83.
- d. Authorize the Mayor to sign a ballot voting for Tom Ringley from Sheridan County and Bob Wood from Dayton to be elected to the Local Government Liability Pool Board for terms beginning January 1, 2017.
- e. Approve Change Order #1 and authorize the Mayor to sign said documents for the Mentock Park Playground reflecting a net change order in the amount of a credit for \$11,720, reducing the contract to \$361,137.

2. Public Comments: The City Council welcomes input from the public. In order for everyone to be heard, please limit your comments to five (5) minutes per person. The Guidelines for the Conduct of City Council Meetings do not allow action to be taken on public comments.

3. Public Hearing

- a. A public hearing to consider if it is in the public interest to submit an application to the Business Ready Community Grant and Loan Program for the Expansion of the Wyoming Authentic Products Processing Facility.

4. Conduct of Business

- a. Approve vouchers and payroll in the amount of \$931,469.03.
- b. Consider appointing Buzzy Hassrick and Kayl Mitchell to the Planning, Zoning and Adjustment Board for a three-year term, January 1, 2017 through December 31, 2019.
- c. Consider appointing Jack Way to the Yellowstone Regional Airport Board for a three-year term, January 1, 2017 through December 31, 2019.
- d. Consider appointing Barry Davis, Robert Berry, Sara Murray and Greg Mayton to the Cody Tree Board for a two-year term, January 1, 2017 through December 31, 2018.
- e. Consider appointing William Sheets and Warren Cheney to the Veterans Memorial Park Committee for a one-year term, January 1, 2017 through December 31, 2017.
- f. Consider appointing Theresa Gunn and Carson Rowley to the Urban Systems Committee for a three-year term, January 1, 2017 through December 31, 2019.
- g. Consider appointing Steve Miller to the Shoshone Municipal Pipeline Board for a three- year term ending June 30, 2019.
- h. Consider approving or denying a request from Mr. & Mrs. Evans as it relates to a fence made of pallets located at 2318 Big Horn Ave.
Staff Reference: Steve Payne, Public Works Director
- i. RESOLUTION 2016-20
A RESOLUTION AUTHORIZING THE SUBMISSION OF APPLICATION TO THE WYOMING BUSINESS COUNCIL UNDER THE BUSINESS READY COMMUNITY GRANT AND LOAN PROGRAM ON BEHALF OF THE GOVERNING BODY OF THE CITY OF CODY FOR THE PURPOSE OF THE EXPANSION OF THE WYOMING AUTHENTIC PRODUCTS PROCESSING FACILITY.
Spokesperson: James Klessens, Forward Cody
- j. Consider accepting the June 30, 2016 Audit Report and related Financial Statement for Fiscal Year 2015-2016
Staff Reference: Leslie Brumage Finance Officer
- k. RESOLUTION 2016-19
A RESOLUTION AMENDING THE CITY OF CODY FINAL BUDGET FOR FISCAL YEAR 2015-2016
Staff Reference: Leslie Brumage, Finance Officer

1. RESOLUTION 2016- 21
A RESOLUTION ADOPTING PARK RULES FOR THE VETERANS
MEMORIAL PARK.

Staff Reference: Rick Manchester, Parks, Facilities & Recreation
Director

- m. ORDINANCE 2016-17 – FIRST READING
AN ORDINANCE AMENDING TITLE 1, CHAPTER 7C, SECTION 5
OF THE CITY OF CODY CODE: SALARIES.

Staff Reference: Scott Kolpitzke, City Attorney

5. Tabled Items

- a. Reject all bids for Bid 2016-19 and retain the current John Deere
524K loader

6. Matters from Staff Members

7. Matters from Council Members

8. Adjournment

Upcoming Meetings:

December 8, 2016 – Thursday – Special Work Session 4:15 p.m.
December 20, 2016 – Tuesday – Regular Council Meeting 7:00 p.m.

City of Cody
Council Proceedings
Thursday, November 10, 2016

A special meeting of the Cody City Council was held on Thursday, November 10, 2016 at 4:15 p.m.

Present: Mayor Nancy Tia Brown , Council Members Donny Anderson, Karen Ballinger, Jerry Fritz, Landon Greer, Steve Miller, Stan Wolz, Scott Kolpitcke, City Attorney and Cindy Baker, Administrative Services Officer.

Absent: Barry Cook, City Administrator

Mayor Brown called the meeting to order at 4:15 p.m.

The Governing Body discussed the alternate Judge's pay. Staff was directed to bring an ordinance to the Council for consideration at a future meeting.

The Governing Body discussed the Trailhead Subdivision Open Space. Staff was directed to provide more accurate cost of the project and how to proceed with this project.

The Governing Body interviewed Roy cline, Rand Flory, Hans Odde and Jack Way for the one position for the Yellowstone Regional Airport Board. At 5:35 p.m. Mayor Brown excused herself from the interview process for the Planning, Zoning and Adjustment Board positions and left the Council Chambers. The remaining Council Members interviewed Robin Berry, Robert Berry, Kayl Mitchell and Buzzy Hassrick for the two positions for this board. No action was taken and Council will consider appointments at the December 6th meeting for these two boards.

At 6:45 Mayor Brown returned to the Council Chambers and there being no further discussion, the meeting adjourned at 6:50 p.m.

Cindy Baker
Administrative Services Officer

Nancy Tia Brown
Mayor

City of Cody
Council Proceedings
Tuesday, November 15, 2016

A pre-meeting was held at 6:15 p.m. to discuss the agenda for the Regular Meeting and the Cody Cupboard Lease. No action was taken.

A regular meeting of the Cody City Council was held in the Council Chambers at City Hall in Cody, Wyoming on Tuesday, November 15, 2016 at 7:00 p.m.

Present: Mayor Brown, Council Members Donny Anderson, Karen Ballinger, Landon Greer, Jerry Fritz, and Stan Wolz, City Attorney Scott Kolpitzke and Administrative Services Officer, Cindy Baker.

Absent: Council Member Steve Miller

Council Mayor Brown called the meeting to order at 7:00 p.m.

Council Member Greer made a motion seconded by Council Member Fritz to approve the agenda as amended making correction to the trade in value and net price in item “b” of the consent calendar and add the retainage figure to item “d” of the conduct of business. Vote was unanimous.

Mayor Brown and the Council recognized the Wilder Family with a Community Hero Award.

Council Member Greer made a motion seconded by Council Member Anderson to approve the consent calendar as revised which includes approval of Minutes –Special Minutes from October 25, 2016 and Regular Minutes from November 1, 2016 meeting; award Bid 2016-20 to Spradley Barr for a 2017 Police Vehicle in the amount of \$25,782, less a trade in value of \$1,507, for a total net amount of \$24,275;and approve a Certificate certifying certain facts, and approving the issuance of Power Supply System Revenue Refunding Bonds, 2016 Series A for the Wyoming Municipal Power Agency and authorize Bert Pond to sign the same. Vote was unanimous.

Council Member Ballinger made a motion seconded by Council Member Fritz to approve vouchers and payroll in the amount of \$1,544,605.63. Council Member Greer recused himself from the vote due to a conflict of interest. Vote was unanimous from remaining Council Members.

Council Member Anderson made a motion seconded by Council Member Ballinger to approve the voucher authorizing the release of retainage for the Park Shop Project in the amount of \$33,192.15. Vote was unanimous.

Council Member Wolz made a motion seconded by Council Member Greer to approve the Amended Plat of Lot 3 of the CLCD Subdivision. Vote was unanimous.

Council Member Anderson made a motion seconded by Council Member Ballinger to approve change Order #1 in the amount of \$15,977.65, Pay Estimate #2 in the amount of \$35,448.66, retainage in the amount of \$3,938.74 and authorize the Mayor to sign the Change Order Form and the Substantial Completion Certificate. Vote was unanimous.

Council Member Fritz made a motion seconded by Council Member Greer to table item e, which was to consider reject all bids for Bid 2016-19 and retain the current John Deere 524K loader. Vote was unanimous.

There being no further action Mayor Brown adjourned the meeting at 7:49 p.m.

Nancy Tia Brown, Mayor

Cynthia Baker, Clerk

State Small Business Credit Initiative

Allocation Agreement Amendment

In accordance with Section 8.3 of each Allocation Agreement entered into by and between the United States Department of the Treasury (Treasury) and each Participating State and consortium of Participating Municipalities listed in the Addendum, Treasury hereby proposes to reallocate \$6,284,261 in Allocated Funds among the Participating States and the Participating Municipalities. This reallocation of Allocated Funds is authorized by Section 3003(b) of the State Small Business Credit Initiative Act of 2010 (title III of the Small Business Jobs Act of 2010, Public Law 111-240, 124 Stat. 2568, 2582) (the "Act").

Section 3008(b) reads:

Deallocated Amounts To Be Reallocated- If, after 13 months, any portion of the amount of Federal funds allocated to a participating State is deemed by the Secretary to be no longer allocated to the State after actions taken by the Secretary under subsection (a)(1), the Secretary shall reallocate that portion among the participating States, excluding the State whose allocated funds were deemed to be no longer allocated, as provided in section 3003(b).

Accordingly, Treasury and each Participating State or consortium of Participating Municipalities agree to:

Amend the dollar amount of the Allocation Commitment in Section 2.1 of the Allocation Agreement to be the amount listed in the attached Addendum for each Participating State or consortium of Participating Municipalities.

Amend the end of paragraph 2 of Annex 2 of the Allocation Agreement to include the following sentences:

Treasury will disburse Allocated Funds that are reallocated to each Participating State or consortium of Participating Municipalities pursuant to this Allocation Agreement Amendment as part of the third one-third of Allocated Funds. If a Participating State or consortium of Participating Municipalities has received its third one-third of Allocated Funds, the reallocated Allocated Funds will be disbursed within 90 days of the execution of this Allocation Agreement Amendment.

Each Participating State or Participating Municipalities may use three percent (3%) of the amounts received pursuant to this amendment to pay both direct and indirect administrative costs as described in Annex 3.

Except as expressly amended hereby, the Allocation Agreement shall remain in full force and effect in accordance with its terms.

The Participating State or consortium of Participating Municipalities will undertake the following activities with the Allocated Funds under its Approved State Program:

Approved State Program	Amount Reallocated	Total Amount of Allocated Funds
Credit Guarantee Program	\$59,561	\$13,227,911
Seed Capital Network Program		

Please countersign and return this amendment by December 21, 2016.

Once Treasury receives the counter-signed executed amendment, we will insert the effective date, and will send you a copy of the fully executed amendment.

Jessica Milano
 Deputy Assistant Secretary for Small Business, Community Development and Housing Policy

Agreed:

PARTICIPATING MUNICIPALITY: City of Casper

By: _____
Name: Charlie Powell
Title: Mayor

Effective Date:
[To be Inserted by Treasury]

PARTICIPATING MUNICIPALITY: City of Cheyenne

By: _____
Name: Richard L. Kaysen
Title: Mayor

Effective Date:
[To be Inserted by Treasury]

PARTICIPATING MUNICIPALITY: City of Cody

By: _____
Name: Nancy Brown
Title: Mayor

Effective Date:
[To be Inserted by Treasury]

ADDENDUM

Participating State	Amount Reallocated	Revised Total Allocation
Alabama	\$141,578	\$31,443,076
Alaska, Anchorage	\$59,561	\$13,227,911
American Samoa	\$0	\$10,500,000
Arizona	\$82,339	\$18,286,556
Arkansas	\$59,561	\$13,227,911
California	\$643,433	\$168,399,074
Colorado	\$77,948	\$17,311,437
Connecticut	\$60,162	\$13,361,288
Delaware	\$59,561	\$13,227,911
District of Columbia	\$59,561	\$13,227,911
Florida	\$441,732	\$98,104,081
Georgia	\$216,241	\$48,024,748
Guam	\$59,561	\$13,227,911
Hawaii	\$59,561	\$13,227,911
Idaho	\$59,123	\$13,195,667
Illinois	\$354,451	\$78,719,715
Indiana	\$155,318	\$34,494,392
Iowa	\$58,141	\$13,123,161
Kansas	\$59,561	\$13,227,911
Kentucky	\$70,053	\$15,558,051
Louisiana	\$48,937	\$12,414,995
Maine	\$59,561	\$13,227,911
Maryland	\$104,147	\$23,129,856
Massachusetts	\$69,464	\$20,514,536
Michigan	\$358,035	\$79,515,777
Minnesota	\$69,941	\$15,533,123
Mississippi	\$59,561	\$13,227,911
Missouri	\$121,807	\$27,052,101
Montana	\$54,106	\$12,819,143
Nebraska	\$59,561	\$13,227,911
Nevada	\$61,423	\$13,793,599

New Hampshire	\$59,561	\$13,227,911
New Jersey	\$134,453	\$33,248,486
New Mexico	\$59,561	\$13,227,911
New York	\$250,358	\$55,601,892
North Carolina	\$208,338	\$46,269,657
North Dakota, Carrington	\$15,531	\$3,449,240
North Dakota, Mandan	\$44,030	\$9,778,671
Northern Mariana Islands	\$0	\$13,168,350
Ohio	\$248,130	\$55,358,150
Oklahoma	\$59,561	\$13,227,911
Oregon	\$74,704	\$16,590,901
Pennsylvania	\$123,529	\$29,017,428
Puerto Rico	\$65,766	\$14,605,823
Rhode Island	\$59,561	\$13,227,911
South Carolina	\$81,372	\$18,071,787
South Dakota	\$59,561	\$13,227,911
Tennessee	\$134,208	\$29,806,278
Texas	\$210,566	\$46,764,445
U.S. Virgin Islands	\$59,561	\$13,227,911
Utah	\$41,675	\$11,815,036
Vermont	\$59,561	\$13,227,911
Virginia	\$81,203	\$18,034,394
Washington	\$89,206	\$19,811,721
West Virginia	\$59,561	\$13,227,911
Wisconsin	\$101,152	\$22,464,706
Wyoming, Laramie	\$59,561	\$13,227,911

MEETING DATE: DECEMBER 6, 2016

DEPARTMENT: ADMINISTRATIVE SERVICES

PREPARED BY: LESLIE BRUMAGE

PRESENTED BY: LESLIE BRUMAGE

AGENDA ITEM SUMMARY REPORT

Local Government Liability Pool Ballot

ACTION TO BE TAKEN:

Authorize the Mayor to sign a ballot voting for Tom Ringley from Sheridan County and Bob Wood from Dayton to be elected to the Local Government Liability Pool Board for terms beginning January 1, 2017.

SUMMARY OF INFORMATION:

There are two LGLP Board positions that will be vacated on January 1, 2017. As a member of LGLP the City of Cody Council is allowed one vote for each open position.

FISCAL IMPACT

None

ALTERNATIVES

N/A

ATTACHMENTS

1. LGLP ballot form

AGENDA & SUMMARY REPORT TO:

None

AGENDA ITEM NO. _____

Local Government Liability Pool

PO Box 20700

Cheyenne WY 82003-7015

Official Ballot

In accordance with the Local Government Liability Pool Rules and Regulations, Chapter II, Section 1, board members shall be elected from the participating local governmental entities. Each participating entity shall be allowed one vote for each open position. The majority of the votes received by the Executive Director will constitute the successful elective.

There are two (2) board positions that will be vacated on January 1, 2017. They are: one (1) at-large position and one (1) county commissioner position. The following are the nominations received for these vacant positions.

- **At-Large Position (3-year term):**

Vote For Not More Than One (1) - Listed Alphabetically.

_____ **Brad Basse-Thermopolis**

Brad Basse – Brad has been nominated by the Hot Springs County Commissioners. He graduated in 1985 from the University of Nebraska with a BS in Electrical Engineering and is a Master Electrician and President of JADECO Electric. He has extensive budgeting & financial skills, as well as human resources, safety & risk management and a technical background. In addition, he is an accomplished public speaker with excellent written & verbal communication skills. He currently serves as the Director for Big Horn Federal Savings Bank and Treasurer for the St. Paul Lutheran Church.

His past service includes over 14 years as a Hot Springs County Commissioner, 10 years on the Local Government Liability Pool Board, 14 years on the Basin Authority Child Support Enforcement Board, 5 years on the Big Horn Basin Nature and Discovery Center, JPB. Brad is seeking election to the LGLP at-large position because he has enjoyed his past service on the board and sees this as an opportunity to continue public service to Wyoming's Local Governments after choosing not to run for re-election as a County Commissioner.

_____ **Michele V Sussex – Lingle**

Michele V Sussex – Michele has been nominated by the Town of Lingle. She is currently the Clerk/Treasurer of Lingle. She was the human resources assistant and public works assistant to the City of Fort Lupton Municipality, CO.; Manager/Customer Service Associate to Oleo Acres Farrier Supply, Inc in Berthoud, CO.; Executive Administrator to Storage Technology in Brookfield, CO.; Executive Art Gallery Director of Wyland Studios Hawaii in Haleiwa, HI. Her certifications are: Accident Incident Investigation, Documenting Discipline, Preventing Harassment in the Workplace, Trenching & Excavation Safety, Confined Space Entry, Fall Protection, Lockout/Tagout Training; Business Administration Classes at both the U of Hawaii & U of Washington. She has had training in detecting signs of substance abuse & alcohol misuse in the workplace for supervisors. The Mayor of Lingle also noted she has managed numerous facets of employment; worked extensively in the Public Works Dept.; well versed in planning and has worked on special projects requiring ISO certification.

_____ **Mike Varney-Torrington**

Mike Varney – Mike has been nominated by the City of Torrington & the North Platte Valley Conservation District. He & his wife raised 5 children and he was involved in education for 38 years, 30 of those as an administrator. He currently serves as a trustee for the Eastern Wyoming College in Torrington.

He served the City as the Mayor for 14 years, a position that he currently holds, and a Council member for 24 years. He was instrumental in bringing the Wyoming Correction Institution to Torrington as well as the utilization of a vacant school, which today is known as the Lincoln Community Complex. He has served as Chairman of the Consolidated Wyoming Municipalities Electric System, JPB as well as servicing on the LGLP Board for 4 years.

(Over)

Steven M Weaver-Riverton

Steven Weaver – Steven has been nominated by the City of Riverton. He is currently the City Administrator. He has a Master’s Degree in Public Administration from Boise State University and a BS from Brigham Young University.

Prior to moving to Riverton, he was the City Manager for the City of Carlton, OR for 7 years and Assistant to the City Manager for the City of Coalinga, CA for 5 years. He participates in a number of organizations, including the International City/County Management Association, Riverton Rotary Club, is a board member of the Travel Assets Dollar and IDEA, Inc.

He and his wife Marielle have 4 children. His hobbies include singing, fishing, painting and playing with his children.

X Bob Wood-Dayton

Bob Wood – Bob has been nominated by the Tongue River Valley Community Center. He currently is a Board Member of the Tongue River Valley Community Center and the Sheridan County Fair Board.

He served as the Mayor of Dayton for 16 years, Council member for 10 years, served on the Local Government Liability Pool Board for 10 years, he also served on the Wyoming Association of Municipalities (WAM) Board, WAM LTS Board, WAM Structure Committee and WAM 2009/2010 Legislative Leadership Committee. Bob has been actively working with the Tongue River Valley JPB to bring natural gas to the Dayton and Ranchester communities.

• County Commissioner Position (3-year term):

Vote For Not More Than One (1).

X Tom Ringley-Sheridan County

Tom Ringley - Tom has been nominated by the Sheridan Board of County Commissioners. He was elected as a Sheridan County Commissioner in 2008. He was mostly raised in Sheridan, graduated from Sheridan College and George Washington University. He served as an officer in the United States Air Force for 27 years and after serving in logistics assignments at all levels of command around the world, he retired as a Colonel. While in the Air Force he earned a Master of Public Administration degree. Since returning to the Sheridan area he has held the following positions: Sheridan County Emergency Management Coordinator, Facilities Manager at the Sheridan County Fairgrounds and the Executive Director of the Sheridan Memorial Hospital Foundation. He has also served on the boards of numerous local non-profit organizations and is an emeritus member of the Sheridan-Wyo-Rodeo Board of Directors.

Name of entity submitting Ballot: _____

Name of person submitting Ballot: _____

Signature of person submitting Ballot: _____

Ballots are due back in this office no later than December 30, 2016 @ 5:00 P.M.

**We encourage emailed (lglp@lglp.net) or faxed (307-638-6211) copies.
Confirmation of receipt will be sent for faxed & emailed ballots.**

MEETING DATE: DECEMBER 6, 2016
DEPARTMENT: PARKS AND RECREATION
PREPARED BY: RICK MANCHESTER, *Rick*
DIRECTOR
PRESENTED BY: RICK MANCHESTER

Mentock Playground Equipment Replacement Bid Number 2016-17

ACTION TO BE TAKEN:

Staff requests that City Council authorizes the Mayor to sign Change Order #1 for the Mentock playground. The net Change Order is a **CREDIT to the City of \$11,720**. The construction contract is **\$372,857**. If approved, Change Order #1, the contract will be reduced to **\$361,137**.

SUMMARY OF INFORMATION:

1. The credit is due to the exclusion of engineered wood fiber (EWF) as temporary safety measures. The EWF was going to be used for weather protection until poured in place rubber flooring could be installed. The playground will be closed until the permanent floor is installed. Temperatures will dictate when final flooring will be installed.
2. This credit will serve as a budget buffer to protect the budget from unknown conditions or other project issues.
3. This project received funding from the State, Cody Rec Foundation, Shoshone Rec District, Park County Parks and Rec Board, Cody Rotary, Black Hills Energy, Christopher Reeves Foundation, and Wilder Enterprises.
4. This is an important project for the safety of all park goers regardless of physical condition.

FISCAL IMPACT

The playground budget will be \$11,720 less than the construction contract.

ALTERNATIVES

1. Approve the request
2. Modify the request
3. Deny the request

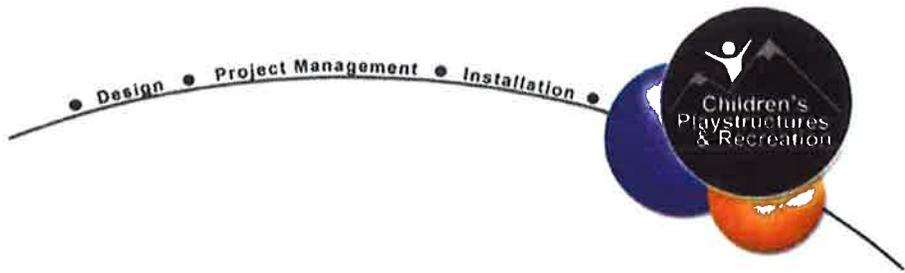
ATTACHMENTS

1. Standard AIA Change Order document
2. Quotation/bid tab sheet

AGENDA & SUMMARY REPORT TO:

Jerica Poulignot, Plan One

AGENDA ITEM NO. _____



Quotation

Quote Number: Q-6565F
 Quote Date: Sep 15, 2016
 Sales Rep: Erin Starr
the world needs play, help us make it happen

Playground Equipment * Site Furniture * Shade Structures * Surfacing

Quoted To:	Proposed For:	Contact Name	
City of Cody PO Box 2200 1402 Heart Mountain Cody, WY 82414 Cust ID: Cody	Mentock Park Inclusive Playground 1906 14th Street Cody, WY 82414	Rick Manchester	
		Phone	Fax
		307 527-3484	

Qty	Item	Description	Unit Price	Amount
	EFI	Price includes equipment, freight and factory certified installation by our professional in-house crew.		
		Equipment:		
1	PWCH	Playworld Systems Custom Equipment - DRAWING 16-0334F	\$ 199,776.00	\$ 199,776.00
1		Neos 360 ADA Version, includes extended warranty	\$ 31,478.00	\$ 31,478.00
1		Electrician	\$ 16,494.00	\$ 16,494.00
		Site Furnishings:		
2	PW 1406	Playworld 8' Accessible Picnic Table, EcoArmor Top & Painted Frame, model 1406	\$ 1,393.50	\$ 2,787.00
		Surfacing:		
1	EWF	Accessible Engineered Wood Fiber Surfacing (EWF), over Geotex fabric	\$ 11,720.00	\$ 11,720.00
1	PIP-EPDM	Ecore PlayPour EPDM 2 Layer Rubber Safety Surface for 4422 sf for varied fall heights with a design 2017 pricing. Includes 7" subbase.	\$ 86,033.00	\$ 86,033.00
		Site Work:		
1		Concrete	\$ 8,100.00	\$ 8,100.00
1		Fencing	\$ 14,849.00	\$ 14,849.00
1		Temporary Fencing	\$ 1,620.00	\$ 1,620.00

Subtotal	\$ 372,857.00
Sales Tax	
TOTAL	\$ 372,857.00

9892 Titan Park Circle, Unit 1, Littleton, CO 80125
 Office: 303.791.7626 Fax: 303.791.3314

Pricing excludes taxes, prevailing wages and site preparation unless otherwise noted and is valid for 30 days from the date indicated above. If tax exempt, please provide a copy of your tax exempt certificate or tax will be included. Late fees and interest at the rate of 18% per annum will be charged on all past due accounts. Owner is responsible for locating all irrigation and drainage system components. CPRI is not responsible for damages caused by failure to properly locate any components. Owner is responsible for providing water, power and direct truck access to site for installation. Failure of owner to properly prepare the site by the scheduled date of installation will result in liquidated damages in the amount of \$325 per day. Due to the variation in soil conditions in the mountainous or rocky areas, the quoted/contracted installation price may need to be increased. If we encounter issues in digging, you be notified immediately and we will submit a change order prior to continuing. After 90 days, an equipment storage fee equal to the trailer storage costs plus \$350 per month will be accessed for all equipment stored. Please sign and return this document to initiate the order process.

AIA[®] Document G701[™] – 2001

Change Order

PROJECT <i>(Name and address):</i>	CHANGE ORDER NUMBER: 001	OWNER: <input checked="" type="checkbox"/>
Mentock Park Inclusive Playground 1906 14th Street Cody, WY 82414	DATE: November 8, 2016	ARCHITECT: <input checked="" type="checkbox"/>
TO CONTRACTOR <i>(Name and address):</i>	ARCHITECT'S PROJECT NUMBER: 1642	CONTRACTOR: <input checked="" type="checkbox"/>
Children's Playstructures & Recreation 9892 Titan Park Circle, Unit 1 Littleton, CO 80125	CONTRACT DATE: September 21, 2016	FIELD: <input type="checkbox"/>
	CONTRACT FOR: General Construction	OTHER: <input type="checkbox"/>

THE CONTRACT IS CHANGED AS FOLLOWS:

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)

1. Deduction of engineered wood fiber surfacing over Geotex fabric. Please see the attached Quotation from Children's Playstructures & Recreation dated 9.15.16 = \$11,720.00

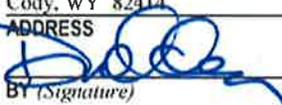
The original Contract Sum was	\$ 372,857.00
The net change by previously authorized Change Orders	\$ 0.00
The Contract Sum prior to this Change Order was	\$ 372,857.00
The Contract Sum will be decreased by this Change Order in the amount of	\$ 11,720.00
The new Contract Sum including this Change Order will be	\$ 361,137.00

The Contract Time will be unchanged by Zero (0) days.

The date of Substantial Completion as of the date of this Change Order therefore is May 31, 2017.

NOTE: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

<u>Plan One/Architects</u>	<u>Children's Playstructures & Recreation</u>	<u>City of Cody</u>
ARCHITECT <i>(Firm name)</i>	CONTRACTOR <i>(Firm name)</i>	OWNER <i>(Firm name)</i>
1001 12 th Street Cody, WY 82414	9892 Titan Park Circle, Unit 1 Littleton, CO 80125	1338 Rumsey Avenue Cody, WY 82414
ADDRESS	ADDRESS	ADDRESS
		
BY <i>(Signature)</i>	BY <i>(Signature)</i>	BY <i>(Signature)</i>
Dan Odasz	Erin Starr	Nancy Tia Brown
<i>(Typed name)</i>	<i>(Typed name)</i>	<i>(Typed name)</i>
11.8.16		
DATE	DATE	DATE

**NOTICE OF PUBLIC HEARING
2016 BUSINESS READY COMMUNITY GRANT AND LOAN
PROGRAM APPLICATION FOR A
BUSINESS COMMITTED PROJECT**

The Wyoming Business Council is seeking grant and loan applications from counties, incorporated cities, towns, joint powers boards, and tribes for the Business Ready Community (BRC) Grant and Loan Program. The intent of this program is to ready a community for new business development through economic or educational development projects which may include, but not limited to, water, sewer, streets and roads, telecommunications, airports, purchase of rights of way, purchase of land, buildings, facilities, industrial and business parks, industrial site or business district development, amenities within a business or industrial park, landscaping, recreational and convention facilities, and or other physical projects.

The rules governing the BRC Grant and Loan Program are available through the Wyoming Business Council or <http://www.wyomingbusiness.org>.

The City of Cody intends to submit an application for a BRC Business Committed Grant, for the expansion of the Wyoming Authentic Products processing facility and is seeking citizen input regarding this project. Those wishing to comment on this project are encouraged to attend a public hearing on this subject on December 6, 2016 at 7:00 p.m. in the City Hall Council Chambers. Citizens can also submit written comments to:

Cindy Baker, Administrative Services Director
P.O. Box 2200
Cody, WY 82414

Or by email at cindyb@cityofcody.com

All written comments must be received no later than 5:00 p.m., August 16, 2016. The City of Cody will take all comments made at the public hearing and written comments submitted on or before the deadline into consideration before considering a resolution in support of submitting an application for a 2016 BRC Business Committed Award.

Publish: November 29th

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Period
ADVANCED TRAFFIC PRODUCTS					
131006					
0000016718	TRAFFIC SIGNAL-HEART MOUNTAIN	11/03/2016	400.00	.00	1116
Total :			400.00	.00	
Total 131006:			400.00	.00	
ALLPHIN, DARIN					
131067					
1775	REC CENTER REFUND	11/22/2016	102.00	.00	1116
Total :			102.00	.00	
Total 131067:			102.00	.00	
AMERICAN WELDING & GAS, INC.					
128592					
04392190	WELDING SUPPLIES	10/31/2016	25.38	.00	1116
04392192	CYLINDER RENTAL	10/31/2016	25.38	.00	1116
Total :			50.76	.00	
Total 128592:			50.76	.00	
ANDERSON, SHAUNA					
131051					
15.9790.15	REFUND UTILITY DEPOSIT	11/07/2016	24.75	.00	1116
Total :			24.75	.00	
Total 131051:			24.75	.00	
BLUE CROSS BLUE SHIELD OF WYOMING					
1360					
112116	HEALTH PREMIUMS	11/21/2016	111,650.34	.00	1116
Total :			111,650.34	.00	
Total 1360:			111,650.34	.00	
BORDER STATES INDUSTRIES, INC					
1420					
912125407	FIBER GLASS X ARM 8' TANGENT-TB2000	11/04/2016	358.96	.00	1116
912162433	WASTE WATER TREATMENT FACILITY	11/11/2016	4,681.50	.00	1116
912162433	WASTE WATER TREATMENT FACILITY	11/11/2016	11,065.37	.00	1116
912162433	WASTE WATER TREATMENT FACILITY	11/11/2016	5,532.69	.00	1116
912199751	Meter F3S 1ph 3w c20 240v dmd mt	11/18/2016	385.01	.00	1116
Total :			22,023.53	.00	
Total 1420:			22,023.53	.00	
BRUCO, INC					
1550					
354958	CUSTODIAL SUPPLIES	10/28/2016	93.53	.00	1116

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Period
Total :			93.53	.00	
Total 1550:			93.53	.00	
BURGESS, DANIEL					
131069					
13.1930.31	DEPOSIT REFUND	11/23/2016	341.94	.00	1116
Total :			341.94	.00	
Total 131069:			341.94	.00	
CITY OF CODY					
2260					
112916	Utilities	11/29/2016	754.21	.00	1116
112916	Utilities	11/29/2016	6,214.14	.00	1116
112916	Utilities	11/29/2016	2,150.71	.00	1116
112916	Utilities	11/29/2016	2,996.52	.00	1116
112916	Utilities	11/29/2016	8,989.55	.00	1116
112916	Utilities	11/29/2016	1,135.69	.00	1116
112916	Utilities	11/29/2016	292.53	.00	1116
112916	Utilities	11/29/2016	409.15	.00	1116
112916	Utilities	11/29/2016	2,027.84	.00	1116
112916	Utilities	11/29/2016	13,118.71	.00	1116
112916	Utilities	11/29/2016	518.79	.00	1116
112916	Utilities	11/29/2016	2,389.82	.00	1116
112916	Utilities	11/29/2016	32.70	.00	1116
112916	Utilities	11/29/2016	2,366.64	.00	1116
Total :			43,397.00	.00	
Total 2260:			43,397.00	.00	
COPENHAVER KATH KITCHEN KOLPITCKE LLC					
3140					
103116	LEGAL SERVICES	11/03/2016	6,907.92	.00	1116
Total :			6,907.92	.00	
Total 3140:			6,907.92	.00	
COWAN CONSTRUCTION INC					
3240					
14.3720.10	REFUND UTILITY DEPOSIT	11/22/2016	222.00	.00	1116
Total :			222.00	.00	
Total 3240:			222.00	.00	
DALLMAN, CAILYN					
131047					
20.0480.11	REFUND UTILITY DEPOSIT	11/21/2016	159.65	.00	1116
Total :			159.65	.00	
Total 131047:			159.65	.00	

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Period
DEPT OF FAMILY SERVICES					
125899					
0233-OCT16	BACKGROUND CHECKS - REC CENTER	11/17/2016	10.00	.00	1116
Total :			10.00	.00	
Total 125899:			10.00	.00	
DOW, ALICIA					
131050					
9.0810.28	REFUND UTILITY DEPOSIT	11/08/2016	47.79	.00	1116
Total :			47.79	.00	
Total 131050:			47.79	.00	
ECOLAB INC					
128686					
8706123	PEST CONTROL - EL SHOP	11/14/2016	54.34	.00	1116
8706124	PEST CONTROL - SANT/RECY	11/14/2016	54.34	.00	1116
8706125	PEST CONTROL - SHOP	11/14/2016	76.07	.00	1116
8706126	PEST CONTROL - WW LAB	11/14/2016	50.00	.00	1116
Total :			234.75	.00	
Total 128686:			234.75	.00	
EHRLER, BRENDA					
131048					
3.2630.21	REFUND UTILITY DEPOSIT	11/21/2016	194.57	.00	1116
Total :			194.57	.00	
Total 131048:			194.57	.00	
ENGINEERING ASSOCIATES					
4140					
3611023	WASTE WATER TREATMEANT FACILITY	11/17/2016	466.84	.00	1116
3611023	WASTE WATER TREATMEANT FACILITY	11/17/2016	551.72	.00	1116
3611023	WASTE WATER TREATMEANT FACILITY	11/17/2016	1,103.44	.00	1116
Total :			2,122.00	.00	
Total 4140:			2,122.00	.00	
FLETCHER, AMBER					
130275					
4.0220.28	REFUND UTILITY DEPOSIT	11/07/2016	34.70	.00	1116
Total :			34.70	.00	
Total 130275:			34.70	.00	
FORWARD CODY WYOMING, INC					
127450					
111716	COMMUNITY FUNDING ALLOCATION	11/17/2016	3,750.00	.00	1116

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Period
Total :			3,750.00	.00	
Total 127450:			3,750.00	.00	
GOODYEAR, JENNIFER					
131055					
1761	REC CENTER REFUND	11/08/2016	60.00	.00	1116
Total :			60.00	.00	
Total 131055:			60.00	.00	
HARRIS TRUCKING AND CONSTRUCTION CO.					
4780					
128438.2	Vault, precast 3 phase	10/28/2016	2,400.00	.00	1116
128663	ASPHALT	10/31/2016	768.00	.00	1116
128676	ASPHALT	11/05/2016	1,893.76	.00	1116
128680	ASPHALT	11/05/2016	643.20	.00	1116
128688	RIP SEWER LAGOON POND	11/03/2016	2,653.00	.00	1116
Total :			8,357.96	.00	
Total 4780:			8,357.96	.00	
HATFIELD, KYLEE					
131059					
1768	REC CENTER REFUND	11/16/2016	15.00	.00	1116
Total :			15.00	.00	
Total 131059:			15.00	.00	
HILL, TED					
131057					
17.0204.24	DEPOSIT REFUND	11/08/2016	500.00	.00	1116
Total :			500.00	.00	
Total 131057:			500.00	.00	
HODGINS, TRACI					
131058					
1767	REC CENTER REFUND	11/16/2016	16.00	.00	1116
Total :			16.00	.00	
Total 131058:			16.00	.00	
HULL, GUY					
128886					
1769	REC CENTER REFUND	11/16/2016	40.00	.00	1116
Total :			40.00	.00	
Total 128886:			40.00	.00	

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Period
HULTMAN, MEGAN					
131060					
16.2930.21	REFUND UTILITY DEPOSIT	11/18/2016	22.82	.00	1116
Total :			22.82	.00	
Total 131060:			22.82	.00	
INDIAN CIRCLE WATER ASSOCIATION					
131061					
16.7070.11	REFUND CREDIT BALANCE ON UTILITY ACCT	11/21/2016	616.65	.00	1116
Total :			616.65	.00	
Total 131061:			616.65	.00	
JACK'S TRUCK & EQUIPMENT					
125521					
11676	SANITATION TRUCK	11/15/2016	188,500.00	.00	1116
Total :			188,500.00	.00	
Total 125521:			188,500.00	.00	
JAMES B SECKMAN, CPA, PC					
130659					
6015	AUDIT SERVICES	11/03/2016	20,000.00	.00	1116
Total :			20,000.00	.00	
Total 130659:			20,000.00	.00	
KENNEDY, JARED					
131068					
4.2030.25	DEPOSIT REFUND	11/23/2016	49.39	.00	1116
Total :			49.39	.00	
Total 131068:			49.39	.00	
LONG BUILDING TECHNOLOGIES INC					
125191					
SRVCE007970	POOL SENSOR PROJECT	10/21/2016	2,515.43	.00	1116
Total :			2,515.43	.00	
Total 125191:			2,515.43	.00	
MABE, DANNY					
131071					
14.2010.39	DEPOSIT REFUND	11/23/2016	161.83	.00	1116
Total :			161.83	.00	
Total 131071:			161.83	.00	
MCCONNELL, ALICIA					

	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Period
131062						
	1770	REC CENTER REFUND	11/22/2016	32.00	.00	1116
Total :				32.00	.00	
Total 131062:				32.00	.00	
MILLS, AARON						
131066						
	1774	REC CENTER REFUND	11/22/2016	63.32	.00	1116
Total :				63.32	.00	
Total 131066:				63.32	.00	
MOORE, BARBI						
131064						
	1772	REC CENTER REFUND	11/22/2016	34.00	.00	1116
Total :				34.00	.00	
Total 131064:				34.00	.00	
MORRIS, KENDRA						
131065						
	1773	REC CENTER REFUND	11/22/2016	48.50	.00	1116
Total :				48.50	.00	
Total 131065:				48.50	.00	
NORTHWEST PIPE						
7400						
	1718979	3/4" Drisco pipe, CTS	10/31/2016	27.00	.00	1116
	1718979	1" Drisco pipe, CTS	10/31/2016	45.00	.00	1116
	1718979	INSERT LINER	10/31/2016	20.64	.00	1116
	1720029	Clamp repair, 4" x 20"	10/31/2016	208.96	.00	1116
Total :				301.60	.00	
Total 7400:				301.60	.00	
ONE-CALL OF WYOMING						
127665						
	43002	ONE CALL FEES - OCT	11/03/2016	17.44	.00	1116
	43002	ONE CALL FEES - OCT 2016	11/03/2016	17.44	.00	1116
	43002	ONE CALL FEES - OCT 2016	11/03/2016	17.44	.00	1116
	43002	ONE CALL FEES - OCT 2016	11/03/2016	17.43	.00	1116
Total :				69.75	.00	
Total 127665:				69.75	.00	
PARK COUNTY						
7670						
	97	LEC CONTRACT - DISPATCH	11/01/2016	25,985.95	.00	1116
	97	LEC CONTRACT - CONSOLE	11/01/2016	3,184.96	.00	1116
	97	LEC CONTRACT - UTILITIES	11/01/2016	1,055.20	.00	1116

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Period
Total :			30,226.11	.00	
Total 7670:			30,226.11	.00	
PARK COUNTY CIRCUIT COURT					
128493					
111616	CV-2016-616	11/15/2016	486.13	486.13	1116
113016-2	CV-2016-616	11/30/2016	119.51	119.51	1116
Total :			605.64	605.64	
Total 128493:			605.64	605.64	
PARK COUNTY PUBLIC HEALTH - POWELL					
129595					
2975	FLU VACCINATION	11/08/2016	185.00	.00	1116
Total :			185.00	.00	
Total 129595:			185.00	.00	
PAVEMENT MAINTENANCE INC					
7825					
16-226	STRIPING ROADS	11/13/2016	500.00	.00	1116
Total :			500.00	.00	
Total 7825:			500.00	.00	
PLAN ONE ARCHITECTS					
7980					
1603-8	CODY CUPBOARD	11/15/2016	2,000.00	.00	1116
1642-4	MENTOCK PARK	11/15/2016	733.00	.00	1116
1642-4	MENTOCK PARK	11/15/2016	1,247.00	.00	1116
Total :			3,980.00	.00	
Total 7980:			3,980.00	.00	
POLEY, TIM					
123330					
1765	REC CENTER REFUND	11/16/2016	26.00	.00	1116
Total :			26.00	.00	
Total 123330:			26.00	.00	
PURCHASE POWER					
8240					
111416	POSTAGE - PD	11/14/2016	42.44	.00	1116
111416	POSTAGE - ADMIN	11/14/2016	1,721.97	.00	1116
111416	POSTAGE - WATER	11/14/2016	3.35	.00	1116
111416	POSTAGE - REC CENTER	11/14/2016	232.24	.00	1116
111416	POSTAGE - REFILL FEE	11/14/2016	20.99	.00	1116
Total :			2,020.99	.00	

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Period
Total 8240:			2,020.99	.00	
QUALITY ASPHALT PAVING, INC					
125010					
1591	ASPHALT PATCHING	10/31/2016	350.00	.00	1116
1591	ASPHALT PATCHING	10/31/2016	783.75	.00	1116
1591	ASPHALT PATCHING	10/31/2016	2,250.00	.00	1116
Total :			3,383.75	.00	
Total 125010:			3,383.75	.00	
RAYMOND, PAULA					
131034					
1766	REC CENTER REFUND	11/16/2016	92.00	.00	1116
Total :			92.00	.00	
Total 131034:			92.00	.00	
RITACCO, TRACY					
131056					
11.1910.16	REFUND UTILITY DEPOSIT	11/22/2016	191.84	.00	1116
Total :			191.84	.00	
Total 131056:			191.84	.00	
ROCKY MOUNTAIN POWER					
7570					
111616	UTILITIES	11/16/2016	29.20	.00	1116
111616	UTILITIES	11/16/2016	213.70	.00	1116
Total :			242.90	.00	
Total 7570:			242.90	.00	
RUPERT, ASHLIE					
131070					
13.1350.13	DEPOSIT REFUND	11/23/2016	192.58	.00	1116
Total :			192.58	.00	
Total 131070:			192.58	.00	
SALGADO, LI					
131063					
1771	REC CENTER REFUND	11/22/2016	102.00	.00	1116
Total :			102.00	.00	
Total 131063:			102.00	.00	
SANKEY, SHEILA					
131053					
1763	REC CENTER REFUND	11/08/2016	13.50	.00	1116

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Period
Total :			13.50	.00	
Total 131053:			13.50	.00	
SYSTEMS GRAPHICS INC					
129162					
13416	CYCLE 1 OUTSOURCE BILLS	11/16/2016	4.10	.00	1116
13416	CYCLE 1 OUTSOURCE BILLS	11/16/2016	49.22	.00	1116
13416	CYCLE 1 OUTSOURCE BILLS	11/16/2016	69.73	.00	1116
13416	CYCLE 1 OUTSOURCE BILLS	11/16/2016	28.71	.00	1116
13416	CYCLE 1 OUTSOURCE BILLS	11/16/2016	258.41	.00	1116
13426	CYCLE 2 OUTSOURCE BILLS	11/22/2016	1.75	.00	1116
13426	CYCLE 2 OUTSOURCE BILLS	11/22/2016	21.52	.00	1116
13426	CYCLE 2 OUTSOURCE BILLS	11/22/2016	30.49	.00	1116
13426	CYCLE 2 OUTSOURCE BILLS	11/22/2016	12.55	.00	1116
13426	CYCLE 2 OUTSOURCE BILLS	11/22/2016	112.98	.00	1116
Total :			589.46	.00	
Total 129162:			589.46	.00	
SZATKOWSKI, MARIE					
131049					
15.9070.12	REFUND UTILITY DEPOSIT	11/15/2016	8.52	.00	1116
Total :			8.52	.00	
Total 131049:			8.52	.00	
TEREX UTILITIES INC					
129570					
90391117	LIFT INSPECTION AT REC CENTER	09/29/2016	435.00	.00	1116
90391132	LIFT INSPECTION AT AUDITORIUM	09/29/2016	435.00	.00	1116
Total :			870.00	.00	
Total 129570:			870.00	.00	
THE OFFICE SHOP INC					
7440					
47148	COPIER CONTRACT - SHOP	11/01/2016	8.04	.00	1116
47148	COPIER CONTRACT - SHOP	11/01/2016	8.04	.00	1116
47148	COPIER CONTRACT - SHOP	11/01/2016	8.05	.00	1116
47148	COPIER CONTRACT - SHOP	11/01/2016	8.04	.00	1116
47148	COPIER CONTRACT - SHOP	11/01/2016	8.04	.00	1116
47148	COPIER CONTRACT - SHOP	11/01/2016	8.05	.00	1116
Total :			48.26	.00	
Total 7440:			48.26	.00	
U S POST OFFICE					
10050					
112016	PRE-SORT POSTAGE FEES PERMIT 33	11/20/2016	215.00	.00	1116
Total :			215.00	.00	

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Period
Total 10050:			215.00	.00	
WESCO RECEIVABLES CORP					
10480					
054826	BEACON HILL PROJECT	10/31/2016	1,170.97	.00	1116
054827	STREET LIGHT REPAIR	10/31/2016	645.00	.00	1116
057250	Elbow, 600 amp TOP II	11/08/2016	6,250.00	.00	1116
057886	SYSTEM UPGRADES	11/10/2016	1,641.25	.00	1116
057887	SYSTEM UPGRADES	11/10/2016	751.16	.00	1116
058202	SYSTEM UPGRADES	11/11/2016	179.99	.00	1116
Total :			10,638.37	.00	
Total 10480:			10,638.37	.00	
WESTERN UNITED ELECTRIC SUPPLY					
10605					
4088743	SYSTEM UPGRADE	11/03/2016	1,180.04	.00	1116
Total :			1,180.04	.00	
Total 10605:			1,180.04	.00	
WIEGAND, BRIAN A					
131054					
1762	REC CENTER REFUND	11/08/2016	60.00	.00	1116
Total :			60.00	.00	
Total 131054:			60.00	.00	
WILD WEST CONSTRUCTION					
10615					
092716	ASPHALT LAYDOWN - BLACKBURN	09/27/2016	5,486.20	.00	1116
Total :			5,486.20	.00	
Total 10615:			5,486.20	.00	
WOODEN, CATHERINE					
131052					
1764	REC CENTER REFUND	11/08/2016	68.00	.00	1116
Total :			68.00	.00	
Total 131052:			68.00	.00	
WYOMING STEEL SERVICES LLC					
129345					
004911	RECYLING HAULING	11/18/2016	475.00	.00	1116
Total :			475.00	.00	
Total 129345:			475.00	.00	
Grand Totals:			474,572.64	605.64	
			Payroll 11/16/16	227,359.69	
			Payroll 11/30/16	229,536.72	
			<hr/>		
			931,469.05		

MEETING DATE:	DECEMBER 6, 2016
DEPARTMENT:	COMMUNITY DEVELOPMENT
PREPARED BY:	STEPHEN PAYNE, PE
CITY ADM. APPROVAL:	_____
PRESENTED BY:	STEPHEN PAYNE, PE

AGENDA ITEM SUMMARY REPORT

Request to fence made of Pallets

ACTION TO BE TAKEN

Approve or deny the request to approve the fence made of pallets located at 2318 Big Horn Ave.

SUMMARY

Mr. and Mrs. Evans live at 2318 Big Horn Ave. which is adjacent (East side) to Midway Motors. Midway began about 1 ½ years ago to get into the RV Sales Business. The parking and sales of RV units has created a substantial concern for Mr. and Mrs. Evans. According to Mr. and Mrs. Evans, Midway motors has encroached onto the Evans property numerous times; parking on lands owned by Mr. and Mrs. Evans or in the opening and closing of rear accesses to various RV's with the opened units opening and blocking driveway access. Mr. and Mrs. Evans decided to demark their Western property adjacent to the trailers with pallets and used the pallets as an extension of their existing fence. The construction methods, materials, etc. have been outlined in the Agenda Request Form. The Evans's did not get a building permit, but when they attempted to get a building permit (after the fact) they were advised that the pallet fence violated the City Ordinance 9-4-1D.

D. Materials: Fencing materials are limited to wood, vinyl, masonry, wrought iron, decorative metal, wire mesh (e.g., chainlink), bamboo, and similar materials. Pallets, tarps, scrap metal, tires, signs, and similar materials are not permitted for fencing purposes.

It is my understanding that the primary reasons for the prohibition of the use of pallets for fencing was as follows:

1. Unattractive (typically they have multiple missing or broken boards and are not uniform).
2. They are not designed structurally to be used as fencing.

The Evans's have addressed both issues as outlined in their Agenda Request form and can be seen from the attached photos.

This situation is unique in that the pallets have been used as a barrier between residentially used property and commercially used property. The fencing is predominantly obscured from public view from the west as the fencing is set back and there are trailers in front of the fencing.

FISCAL IMPACT

There is no cost to the City involved with this request.

ALTERNATIVES:

Approve or deny the request.

AGENDA ITEM NO. _____

RECOMMENDATION:

Staff recommends approval of the request while noting the unique features of the request; the fence is predominantly obscured from public view, pallets are predominantly new, uniform and in good condition and construction methods have been utilized to provide structural integrity to the pallet fence. Staff recommends that a building permit is pulled if Council approves the request.

ATTACHMENTS:

Agenda request.

Exhibit

AGENDA & SUMMARY REPORT TO:

Mr. and Mrs. Evans

City of Cody Agenda Request Form

In order to fully prepare the Council for their meetings, individuals wishing to appear before the Council are asked to complete the following information prior to placement on the agenda. You may be notified by mail, telephone or e-mail of the date you have been scheduled to appear. You may also be contacted by City staff prior to the meeting to see if your concerns can be addressed without appearing before the Council.

Please provide the following detailed information relating to your concern or request. This form (and any relevant attachments) is due no later than seven days prior to a Council meeting to allow sufficient time for internal review. Council packets are prepared the Wednesday prior to the Tuesday meetings, however Agenda Request Forms must be submitted no later than the Monday of the previous week for consideration at the Tuesday Meetings. Meetings are held the first and third Tuesday of each month. Please complete the following information in full and return to City of Cody PO Box 2200 Cody, WY 82414 (Fax 307-527-6532)

Name of person to appear before the Council Linda Evans

Organization Represented _____

Date you wish to appear before the Council December 6, 2016

Mailing Address 2318 Big Horn Avenue Telephone 587-5251

E-Mail Address lfe1943@bresnan.net

Preferred form of contact: Telephone yes E-Mail _____

Names of all individuals who will speak on this topic Linda Evans
Robert Evans

Event Title (if applicable) _____

Date(s) of Event (if applicable) _____

Full description of topic to be discussed (include all relevant information, attach additional sheet if necessary) Keeping the pallet fence between our property and Midway Motors trailers. This fence replaced a fence that used to be there and was constructed because Midway parked their big trailers

Which City employee(s) have you spoken to about this issue? Sean Collier Steve Payne ^(see attached sheet)

Signature Linda Evans Date 11-21-16

backed right up to the property line and then people would put the back ends of the trailers down in our driveway. This was causing a problem when we wanted to leave and when we came home and our driveway was blocked.

We are asking to leave the pallet fence in place. It is made out of good pallets. They are not broken, all are the same height except every 5th one is taller to make it look better. There is a post 2 feet in the ground every third pallet. These pallets were put together and attached to the posts with long screws so the wind will not work them loose as fast as it does nails.

Also there are metal posts inside several of the pallets to give it added strength and a horizontal reinforcement board on the back side of every three pallets.

This fence is set back from the sidewalk as required and is next to the trailers on the Midway lot so is only visible from the East unless all the trailers are moved out.

I have included pictures of the fence.



RESOLUTION OF SUPPORT

RESOLUTION NO. 2016-20

**A RESOLUTION AUTHORIZING SUBMISSION OF
APPLICATION TO THE WYOMING BUSINESS COUNCIL
UNDER THE BUSINESS READY COMMUNITY GRANT AND
LOAN PROGRAM ON BEHALF OF THE GOVERNING BODY OF
THE CITY OF CODY FOR THE PURPOSE OF:**

**THE EXPANSION OF THE WYOMING AUTHENTIC PRODUCTS
PROCESSING FACILITY**

WITNESSETH

WHEREAS, the Governing Body of the City of Cody desires to enter into a partnership with Forward Cody Wyoming, Inc, and Wyoming Authentic Products, a Wyoming corporation and submit a proposal to the Business Ready Community Grant and Loan Program to assist in financing this project; and

WHEREAS, the Governing Body of the City of Cody recognizes that value added processing ventures are a compatible industry in the Cody area and is supportive of Forward Cody Wyoming's effort to assist such business including supporting incentives to the encourage businesses to grow and expand in the community, and

WHEREAS, the public benefit of this project will include direct and indirect employment of high quality positions, the resultant economic impact throughout the community, and the establishment of a company which is poised to spur other such ventures, and

WHEREAS, the specific goals and measures of success of this project are:

- The completion of a expansion of approximately 3,500 square feet to the current facility.
- Employing 10 full time positons at an average wage of \$43,180.
- Help this rapidly growing company to meet the demands of an expanding market.

WHEREAS, the Business Ready Community Grant and Loan Program requires that certain criteria be met, as described in the Wyoming Business Council's Rules governing the program, and to the best of our knowledge this application meets those criteria; and

WHEREAS, the Governing Body of the City of Cody plans to provide cash match to this Business Ready Community Grant and Loan Program project from the following source(s):

- Wyoming Authentic Products \$ 348,836
- WBC Business Committed \$748,360

WHEREAS, Forward Cody has developed a comprehensive Operation and Maintenance plan including projected expenses and project income sources extending the life of the asset(s); and

WHEREAS, the Governing Body for the will use the revenue recaptured from this project to enhance the ability of the Cody community to further economic development efforts including operational support, special projects, studies and business finance as per the approved Revenue Recapture Plan, and

WHEREAS, In the event of any project cost overruns, Forward Cody through the proposed budget has agreed to provide funding in the amount necessary to complete the project. In the event of cost overruns, Wyoming Authentic Products has agreed to provide any additional funding necessary to complete the project, and

WHEREAS, the Governing Body of the City of Cody, Wyoming understand the state statues regarding contracts for public improvements and agrees to follow state procurement standards inclusive of W.S. § 115-1-113 and W.S. § 16-6-1001 et seq.; and

WHEREAS, the Governing Body of the City of Cody, Wyoming understand the state statues regarding the Wyoming Preference Act (W.S. § 16-6-201 to W.S. § 16-6-206) and will adhere to this statute throughout the project; and

WHEREAS, the City of Cody held a public hearing on December 6, 2016 and provided project information through other means including social media to solicit awareness and testimony from citizens, and gave full consideration to all comments received; and

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE City of Cody, that a grant application in the amount of \$748,360 be submitted to the Wyoming Business Council for consideration of assistance in funding the Wyoming Authentic Products Expansion.

BE IT FURTHER RESOLVED, that James Klessens, CEO/President is hereby designated as the authorized representatives of Forward Cody Wyoming, Inc. to act on behalf of the Governing Body on all matters relating to this grant application.

PASSED, APPROVED AND ADOPTED THIS 6th day of December, 2016.

By: _____

ATTEST:

CERTIFICATE

I, Cindy Baker, Administrative Services Director hereby certify that the foregoing Resolution was adopted by the City of Cody at a public meeting held on December 6, 2016 and that the meeting was held accordingly to law; and that said Resolution has been duly entered in the permanent record of the City of Cody.

MEETING DATE: DECEMBER 6, 2016

DEPARTMENT: ADMINISTRATIVE SERVICES

PREPARED BY: LESLIE BRUMAGE, FINANCE
OFFICER

AGENDA ITEM SUMMARY REPORT

Acceptance of the June 30, 2016 Audit Report & Financial Statements

ACTION TO BE TAKEN:

Accept the auditor's report and related financial statements for Fiscal Year 2015-2016

SUMMARY OF INFORMATION:

James Seckman, CPA completed the audit of the City's financial statements for the fiscal year ended June 30, 2016 and issued an Independent Auditor's Report and Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters. These reports are included with the City's basic financial statements.

An audit workshop was held on November 17, 2016 with James Seckman to provide a detailed review of the reports to a committee of Council and staff members. The Council members present were: Donny Anderson, Karen Ballinger and Nancy Tia Brown. Staff members present were Leslie Brumage and Barry Cook.

FISCAL IMPACT

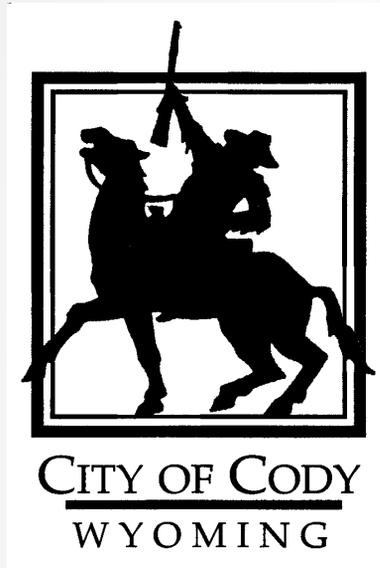
None

ATTACHMENTS

1. Basic Financial Statements for the fiscal year ended June 30, 2016

AGENDA & SUMMARY REPORT TO:

James Seckman 307-754-2141 jbseckman@tctwest.net



City of Cody, Wyoming

Basic Financial Statements

June 30, 2016

City of Cody, Wyoming
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 For the fiscal year ended June 30, 2015

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CERTIFIED PUBLIC ACCOUNTANT

James B. Seckman, CPA, P.C.

PROFESSIONAL CORPORATION

544 Gateway Drive
Powell, Wyoming 82435

307-754-2141
Fax 307-754-7061

INDEPENDENT AUDITOR'S REPORT

To the Honorable Mayor and Members of the City Council
City of Cody, Wyoming

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Cody, Wyoming, as of and for the year ended June 30, 2016, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Cody, Wyoming, as of June 30, 2016, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

James B. Seckman, CPA, P.C.

PROFESSIONAL CORPORATION

544 Gateway Drive
Powell, Wyoming 82435

307-754-2141
Fax 307-754-7061

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison schedule on pages 3–11 and 52–54 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

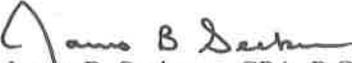
Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City of Cody, Wyoming's basic financial statements. The combining and individual nonmajor fund financial statements on pages 56-57 are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining and individual nonmajor fund financial statements are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual nonmajor fund financial statements are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with Government Auditing Standards, we have also issued our report dated October 21, 2016 on our consideration of the City of Cody, Wyoming's internal control over financial reporting and our tests of its compliance with certain provisions with laws, regulations, contracts, grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing and not to provide an opinion or the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the City of Cody, Wyoming's internal control over financial reporting and compliance.


James B. Seckman, CPA, P.C.

October 21, 2016

City of Cody, Wyoming
Management Discussion and Analysis
June 30, 2016

Financial Highlights

- The City of Cody's net position at the close of the current fiscal year was \$80,205,659. Total net position is comprised of the following:
 - (1) Net investment in capital assets of \$62,385,717 (78%) include property and equipment, net of accumulated depreciation, and reduced for outstanding debt related to the purchase or construction of capital assets.
 - (2) Restricted net position of \$62,021 (less than 1%) is restricted by constraints imposed from outside the City such as grantors, laws or regulations.
 - (3) Unrestricted net position of \$17,757,921 (22%) represents the portion available to maintain the City's continuing obligations to citizens and creditors.
- Total net position increased by \$1,934,655 over the prior fiscal year. The governmental-type net position increased by \$945,904 and the business-type net position increased by \$988,751.
- Total expenses during the year were \$26,753,873 compared to total revenues of \$28,688,528.
- The unassigned fund balance for the General Fund was \$6,136,591 or approximately 59% of total General Fund expenditures for the fiscal year.
- The City's total debt decreased \$14,834 due to changes in compensated absence accruals and customer deposit balances. The City entered into a loan agreement with the State Lands and Investments Board for the wastewater treatment facility project however as of June 30, 2016 no loan proceeds had been disbursed and repayment is not scheduled to begin until April 2017.
- The City's net pension liability increased by \$1,817,684.
- Assessed Valuation: the assessed valuation for the City of Cody for 2016 was \$126,055,521, an increase of approximately 2% over 2015 (\$2,595,719).

Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to the City's basic financial statements. Cody's basic financial statements are comprised of three components (1) Government-Wide Financial Statements, (2) Fund Financial Statements, and (3) Notes to the Financial Statements. This report also contains supplemental schedules and information in addition to the basic financial statements themselves.

Government-Wide Financial Statements

The *government-wide financial statements* are designed to provide readers with a broad overview of the City of Cody's finances, in a manner similar to a private-sector business. The *statement of activities* presents information reflecting how Cody's net position has changed during the fiscal year just ended.

The government-wide financial statements distinguish the functions of Cody that are principally supported by taxes and intergovernmental revenues (*governmental activities*) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (*business-type activities*). The governmental activities include general government, administrative services, public

City of Cody, Wyoming
Management Discussion and Analysis
June 30, 2016

safety, parks, public facilities, recreation, and public works. The business-type activities include solid waste collection, water, wastewater and electric.

Fund Financial Statements

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The City of Cody, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the City of Cody can be divided into two categories: governmental funds and proprietary funds.

- Governmental Funds. Governmental funds are used to account for essentially the same functions reported in governmental activities in the government-wide financial statements. These funds focus on (1) how cash and other financial assets that can readily be converted to cash flow in and out and (2) the balances left at year-end that are available for spending. Consequently, the governmental funds statements provide a detailed short-term view that helps you determine whether there are more or fewer financial resources that can be spent in the near future to finance the City's programs. Because this information does not encompass the additional long-term focus of the government-wide statements, we provide additional information at the bottom of the governmental funds statement, or on the subsequent page, that explains the relationship (or differences) between them.

- Proprietary funds. Services for which the City charges customers a fee are generally reported in proprietary funds. Proprietary funds, like the government-wide statements, provide both long- and short-term financial information.

Notes to the Financial Statements

The notes to the financial statements are considered an integral part of the basic financial statements since they provide additional information needed to gain a full understanding of the data provided in both the government-wide and fund financial statements.

Supplemental Information

In addition to the basic financial statements, which include the accompanying notes, this report also presents *required supplemental information*. Included is a budgetary comparison for the General Fund and the Lodging Tax Fund comparing actual results (using the basis of budgeting) with the original budget and the final amended budget.

Other supplemental information included with the basic financial statements are the combining balance sheet and combining statement of revenues, expenditures and changes in fund balance schedules for the non-major governmental funds (special revenue and capital projects).

Government-Wide Financial Analysis

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. The largest portion of Cody's net position (78%) reflects its investment in capital assets (e.g. land, buildings, machinery & equipment, and infrastructure), less any debt used to acquire those assets that is still outstanding. These assets are used to provide services to citizens; consequently, they are not available for future spending.

The following summary of net position and changes in net position are presented for the current fiscal year, 2015-2016 with comparison totals for the prior fiscal year 2014-2015.

City of Cody, Wyoming
Management Discussion and Analysis
June 30, 2016

Condensed Statement of Net Position as of June 30 each year

	Governmental Activities		Business-type Activities		Total Primary Government	
	2015	2016	2015	2016	2015	2016
Current and other assets	\$9,760,125	\$10,104,146	\$13,494,934	\$14,823,725	\$23,255,059	\$24,927,871
Capital assets	28,284,187	28,484,130	34,215,466	33,901,587	62,499,653	62,385,717
Deferred outflows - pensions	<u>390,542</u>	<u>1,259,767</u>	<u>147,251</u>	<u>482,574</u>	<u>537,793</u>	<u>1,742,341</u>
Total assets & deferred outflows	\$38,434,854	\$39,848,043	\$47,857,651	\$49,207,886	\$86,292,505	\$89,055,929
Long-term debt outstanding	\$152,640	\$142,829	\$115,115	\$103,097	\$267,755	\$245,926
Other current liabilities	1,212,592	820,474	1,592,486	1,630,666	2,805,078	2,451,140
Net pension liability	<u>3,148,420</u>	<u>4,448,954</u>	<u>1,187,100</u>	<u>1,704,250</u>	<u>4,335,520</u>	<u>6,153,204</u>
Total liabilities	\$4,513,652	5,412,257	\$2,894,701	\$3,438,013	\$7,408,353	\$8,850,270
Net position						
Net investment in capital assets	\$28,284,187	\$28,484,130	\$34,215,466	\$33,901,587	\$62,499,653	\$62,385,717
Restricted	94,979	62,021	-	-	94,979	62,021
Unrestricted	<u>5,542,036</u>	<u>5,889,635</u>	<u>10,747,484</u>	<u>11,868,286</u>	<u>16,289,520</u>	<u>17,757,921</u>
Total net position	\$33,921,202	\$34,435,786	\$44,962,950	\$45,769,873	\$78,884,152	\$80,205,659

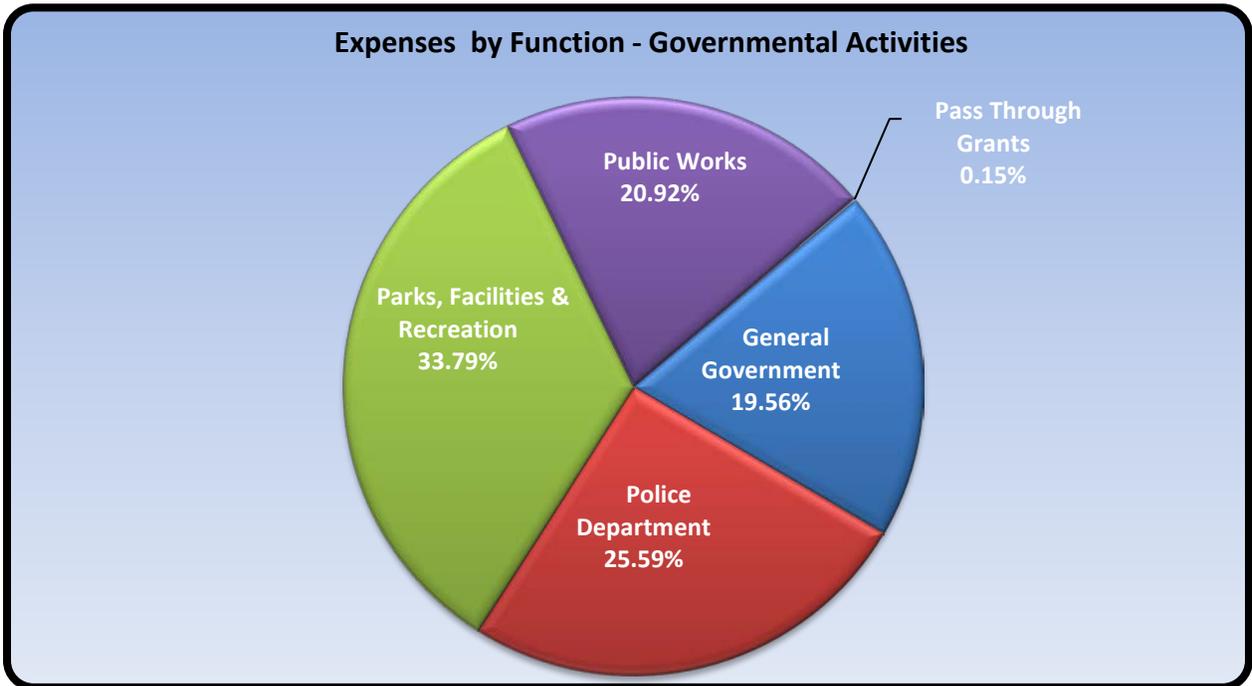
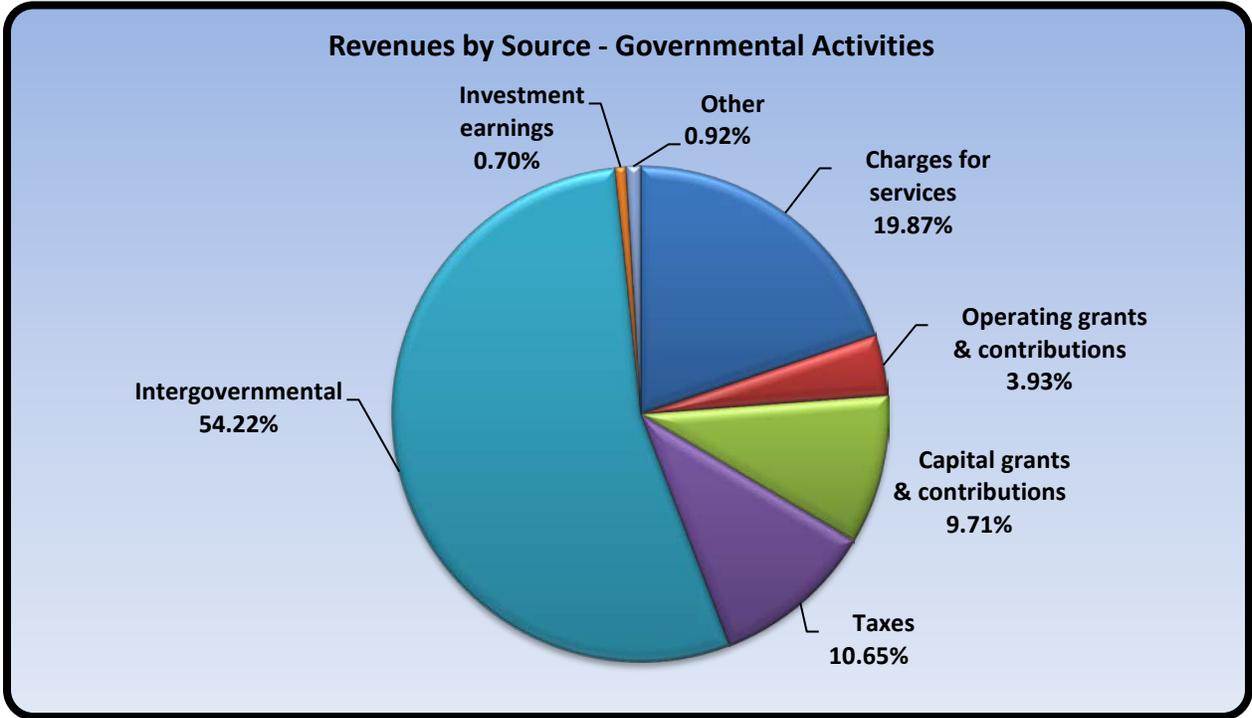
Changes in Net Position as of June 30 each year

	Governmental Activities		Business-type Activities		Total Primary Government	
	2015	2016	2015	2016	2015	2016
Revenues:						
Program revenues						
Charges for services	\$ 1,898,777	\$1,869,403	\$18,504,656	\$18,884,177	\$20,403,433	\$20,753,580
Operating grants/contributions	409,509	369,652	4,800	4,608	414,309	374,260
Capital grants/contributions	3,102,058	913,892	287,835	265,389	3,389,893	1,179,281
General revenues						
Taxes	978,588	1,002,347	-	-	978,588	1,002,347
Intergovernmental	5,257,235	5,101,794	-	-	5,257,235	5,101,794
Investment earnings	19,210	66,248	24,251	51,934	43,461	118,182
Other	<u>61,320</u>	<u>86,815</u>	<u>69,066</u>	<u>72,269</u>	<u>130,386</u>	<u>159,084</u>
Total Revenues	11,726,697	9,410,151	18,890,608	19,278,377	30,617,305	28,688,528
Expenses:						
General Government	1,944,456	2,093,978	-	-	1,944,456	2,093,978
Police Department	2,875,834	2,739,684	-	-	2,875,834	2,739,684
Parks , Facilities & Recreation	3,433,621	3,618,475	-	-	3,433,621	3,618,475
Public Works	2,245,594	2,239,664	-	-	2,245,594	2,239,664
Pass Through Grants	2,835,692	15,682	-	-	2,835,692	15,682
Proprietary	-	-	<u>15,948,475</u>	<u>16,046,390</u>	<u>15,948,475</u>	<u>16,046,390</u>
Total Expenses	13,335,197	10,707,483	15,948,475	16,046,390	29,283,672	26,753,873
Other Sources:						
Transfers-internal activity	2,365,999	2,243,236	(2,365,999)	(2,246,236)	-	-
Transfers-to component unit	<u>(182,706)</u>	-	-	-	<u>(182,706)</u>	-
Total Transfers	2,183,293	2,243,236	(2,365,999)	(2,246,236)	(182,706)	-
Change in net position	574,793	945,904	576,134	988,751	1,150,927	1,934,655
Net position - July 1	36,104,276	33,921,202	45,426,664	44,962,950	81,530,940	78,884,152
Cumulative change in accounting principle – GASB 68/71	<u>(2,757,867)</u>	<u>(431,320)</u>	<u>(1,039,848)</u>	<u>(181,828)</u>	<u>(3,797,715)</u>	<u>(613,148)</u>
Revised Net position - July 1	33,346,409	33,489,882	44,386,816	44,781,122	77,733,225	78,271,004
Net position - June 30	\$33,921,202	\$34,435,786	\$44,962,950	\$45,769,873	\$78,884,152	\$80,205,659

City of Cody, Wyoming
Management Discussion and Analysis
June 30, 2016

Governmental Activities

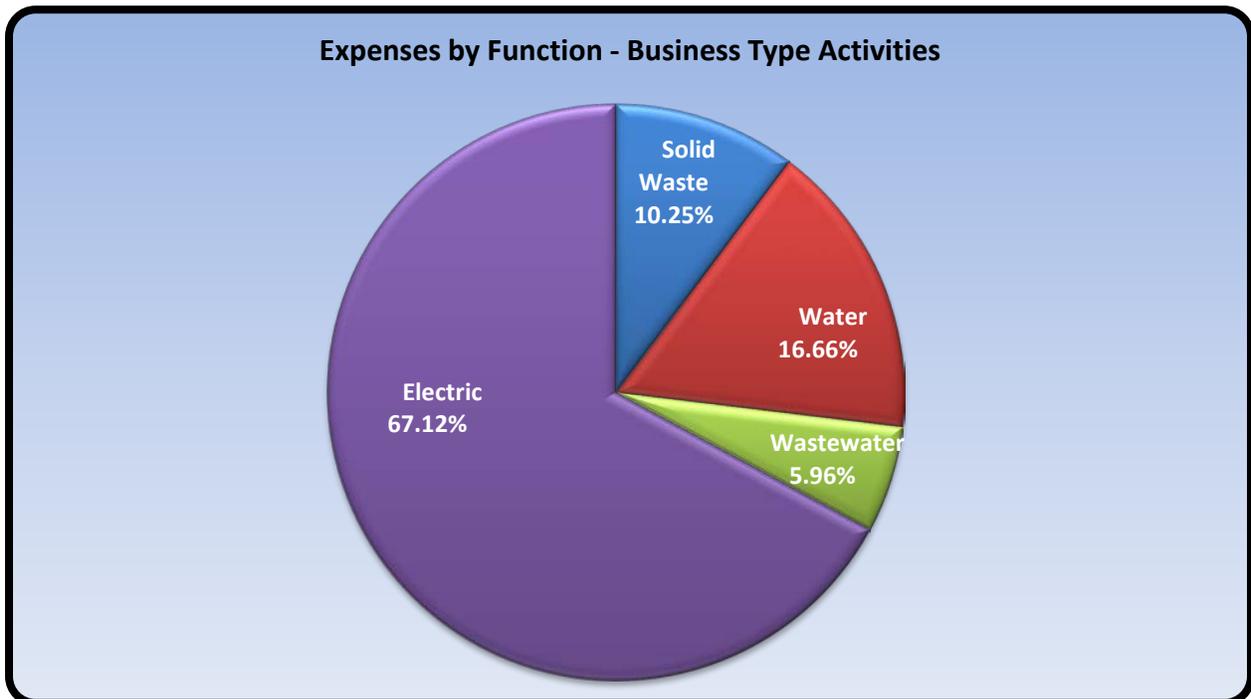
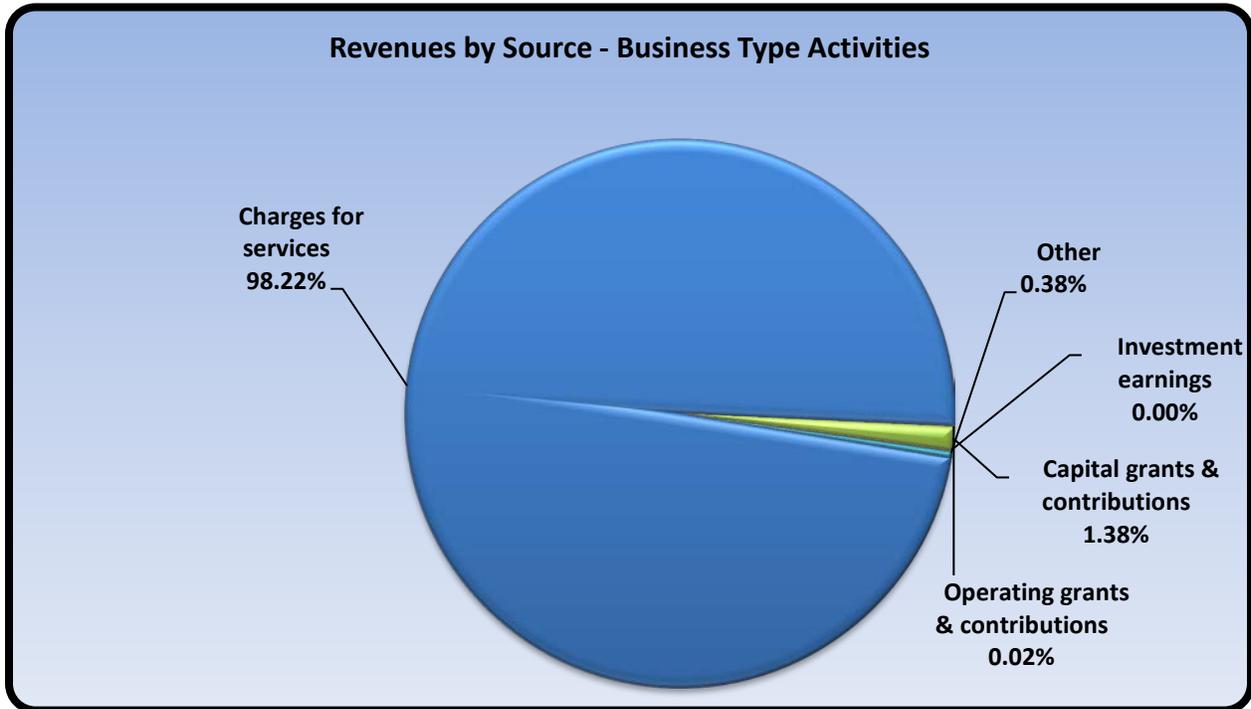
The following charts illustrate governmental revenues by source and the governmental expenses by function as reported on the statement of changes in net position.



City of Cody, Wyoming
Management Discussion and Analysis
June 30, 2016

Business-type Activities

The following charts illustrate business-type revenues by source and the business-type expenses by function as reported on the statement of changes in net position.



City of Cody, Wyoming
Management Discussion and Analysis
June 30, 2016

Governmental Activities.

Governmental activities during Fiscal Year 2015-2016 increased Cody's net position by \$945,904. The following information describes key changes for the year:

Assets – total assets increased approximately \$1,400,000

- Cash and cash equivalents decreased approximately \$1,660,000
- Investments increased approximately \$2,020,000
- Accounts receivable and due from other governments increased approximately \$145,000
- Inventory and prepaid expenses decreased approximately \$173,000
- Net investment in capital assets increased approximately \$200,000
- Deferred outflows related to pensions increased approximately \$870,000

Liabilities – total liabilities increased approximately \$900,000

- Accounts payable decreased approximately \$245,000
- Accrued liabilities and other payables decreased approximately \$145,000
- Compensated absences decreased approximately \$10,000
- Net pension liability increased approximately \$1,300,000

Revenues – total revenues decreased approximately \$2,340,000

- Taxes decreased approximately \$230,000
- Royalties decreased approximately \$16,000
- State and federal funding increased approximately \$800,000
- Pass through grants decreased approximately \$2,820,000
- Fines and forfeitures decreased approximately \$12,300
- Charges for services decreased approximately \$38,000
- Investment income increased approximately \$22,000
- Contributions and donations decreased approximately \$48,000

Expenses – total expenses decreased approximately \$2,400,000

- Mayor and Council increased approximately \$235,000
- City Administrator increased approximately \$7,000
- Administrative Services decreased approximately \$110,000
- Police Department decreased approximately \$110,000
- Parks, Facilities & Recreation increased approximately \$160,000
- Public Works decreased approximately \$30,000
- Pass through grants decreased approximately \$2,820,000
- Capital outlay increased approximately \$260,000

Business-type Activities. Business-type activities during Fiscal Year 2015-2016 increased Cody's net position by \$988,751. The following information describes key changes for the year:

Assets - total assets increased approximately \$1,350,000

- Cash and cash equivalents increased approximately \$1,220,000
- Accounts receivable increased approximately \$100,000
- Net investment in capital assets decreased approximately \$315,000
- Deferred outflows related to pensions increased approximately \$335,000

City of Cody, Wyoming
Management Discussion and Analysis
June 30, 2016

Liabilities - total liabilities increased approximately \$540,000

- Accounts payable increased approximately \$65,000
- Accrued liabilities and other payables decreased approximately \$30,000
- Compensated absences and customer deposits decreased approximately \$7,000
- Net pension liability increased approximately \$518,000

Revenues – total revenues increased approximately \$410,000

- Charges for services increased approximately \$415,000
- Connection fees decreased approximately \$20,000
- Investment income increased approximately \$28,000
- Miscellaneous revenues decreased approximately \$10,000

Expenses – total expenses increased approximately \$100,000

- Solid Waste expenses decreased approximately \$39,000
- Water expenses increased approximately \$180,000
- Wastewater expenses decreased approximately \$7,000
- Electric expenses decreased approximately \$36,000

General Fund Budgetary Changes

The City adopts an annual budget for all funds. The City Council may adopt budget amendments during the year for supplemental appropriations which are generally contingent upon new or additional revenue sources or the spending of reserves.

During the fiscal year, there was a \$565,537 increase in appropriations between the original and final amended budget in the General Fund. The main reason for the increase resulted from the carryover budget process. Some major projects and pass through grant activities were not completed at the end of Fiscal Year 2014-2015 and therefore had to be carried over into Fiscal Year 2015-2016.

Debt Administration

As of June 30, 2016, the City of Cody’s debt consisted of \$515,383 for accrued compensated absences, \$268,951 for customer deposits and \$6,153,204 in net pension liability for a total of \$6,937,538.

City of Cody Outstanding Debt As of June 30 each year						
	Governmental Activities		Business-type Activities		Total	
	<u>2015</u>	<u>2016</u>	<u>2015</u>	<u>2016</u>	<u>2015</u>	<u>2016</u>
Accrued Compensated Absence Payable	336,724	326,913	200,488	188,470	537,212	515,383
Customer Deposit Liability	12,276	14,076	249,680	254,875	261,956	268,951
Net Pension Liability	<u>3,148,420</u>	<u>4,448,954</u>	<u>1,187,100</u>	<u>1,704,250</u>	<u>4,335,520</u>	<u>6,153,204</u>
Total Outstanding Debt	<u>\$3,497,420</u>	<u>\$4,789,943</u>	<u>\$1,637,268</u>	<u>\$2,147,595</u>	<u>\$5,134,688</u>	<u>\$6,937,538</u>

Capital Assets

The City of Cody’s net investment in capital assets for its governmental and business-type activities as of June 30, 2016 amounted to \$62,385,717. This investment in capital assets includes land, easements, buildings & improvements, machinery, equipment, infrastructure associated with the water, wastewater

City of Cody, Wyoming
Management Discussion and Analysis
June 30, 2016

and electric distribution systems, as well as streets, trails and park facilities. The following summary of capital assets is presented for the current fiscal year, 2015-2016 with comparison totals for the prior fiscal year 2014-2015. Additional information pertaining to capital assets activity is available in the notes to the financial statements.

City of Cody's Capital Assets Net of Depreciation As of June 30 each year						
	Governmental Activities		Business-type Activities		Total	
	<u>2015</u>	<u>2016</u>	<u>2015</u>	<u>2016</u>	<u>2015</u>	<u>2016</u>
Land	\$2,406,086	\$2,418,607	\$614,332	\$614,332	\$ 3,020,418	\$3,032,939
Intangibles	76,400	76,400	19,900	24,900	96,300	101,300
Buildings	13,255,897	13,255,897	1,623,979	1,623,979	14,879,876	14,879,876
Improvements	4,889,790	5,153,327	139,788	139,788	5,029,578	5,293,115
Furniture & Fixtures	75,503	232,602	-	-	75,503	232,602
Machinery & Equipment	4,920,226	5,153,942	4,121,658	4,207,447	9,041,884	9,361,389
Infrastructure	16,980,403	17,352,770	47,445,242	48,159,110	64,425,645	65,511,880
Construction in Progress	<u>126,876</u>	<u>242,493</u>	<u>267,859</u>	<u>194,916</u>	<u>394,735</u>	<u>437,409</u>
Total Assets	<u>\$42,731,181</u>	<u>\$43,886,038</u>	<u>\$ 54,232,758</u>	<u>\$54,964,472</u>	<u>\$ 96,963,939</u>	<u>\$98,850,510</u>
Less Accumulated Depreciation	(\$14,446,994)	(\$15,401,908)	(\$20,017,292)	(\$21,062,885)	(\$34,464,286)	(\$36,464,793)
Total Net Assets	<u>\$28,284,187</u>	<u>\$28,484,130</u>	<u>\$34,215,466</u>	<u>\$33,901,587</u>	<u>\$ 62,499,653</u>	<u>\$62,385,717</u>

Major capital asset acquisitions during the current fiscal year include:

- Construction in Progress \$418,379
 - Parks shop building renovation
 - Cody Cupboard building renovation
 - Wastewater treatment facility
 - Beacon Hill electric tie line
- Furniture & Fixtures \$123,974
 - Glendale park playground structure
- Improvements \$254,812
 - Rec center LED lighting upgrade
 - Beck Lake Mountain Bike Trail
- Infrastructure \$1,086,236
 - Electric system conversion
 - Storm drainage improvements
 - Street reconstruction
 - Watermain replacements
 - Sewer lagoon improvements
- Land \$27,521
 - Rumsey Avenue lot

City of Cody, Wyoming
Management Discussion and Analysis
June 30, 2016

- Machinery & Equipment \$787,444
 - Replacement vehicles & heavy equipment
 - Transformers
 - Computer equipment
 - Fitness equipment

Significant Variations and Currently Known Facts

The State of Wyoming, by constitution, does not have a state personal income tax; therefore it operates primarily using sales and use, gasoline, severance and mineral royalty taxes. As a result, the City of Cody relies heavily on sales and use tax and a limited array of other revenues passed through from the State and well as locally generated revenues such as franchise fees, business licenses, and charges for services to provide services to the community. There are also a limited number of recurring and non-recurring federal, state and local grants that benefit the City of Cody. For business-type services such as solid waste collection, water distribution, wastewater treatment and electric distribution the users of the services pay a related fee or charge associated with the activity.

In Fiscal Year 2015-2016 there was a slim increase of approximately 2% in taxes (property tax, franchise fees and lodging tax) and a decrease in the intergovernmental revenues (sales & use tax, severance taxes & royalties, motor vehicle & gasoline taxes, cigarette taxes and supplemental state funding) of approximately 3%. Cody is mainly a tourist-driven economy and due to the reliance on state revenue sources the City of Cody is vulnerable to changes in the economic conditions in the State of Wyoming including fluctuations in the mineral industry. Therefore, we cannot anticipate nor predict what the local economy will do with any certainty.

Fiscal Year 2015-2016 was the first year that distributions from the State lottery division were made to cities and towns. This year only one quarter's distribution was made and the City received \$11,056. In future years, the City anticipates receiving approximately \$40,000 per year from the lottery division. Distributions to cities and towns are capped at the first \$6 million in revenue each fiscal year, and the distributions to cities and towns will end after June 30, 2022.

During the 2016 State of Wyoming Legislative session the county wide consensus grant program through the Office of State Lands and Investments was not funded. This resulted in an expected loss of approximately \$1.6 million in capital grant funding for the City of Cody in the next biennium. Additionally, direct distribution funding for cities and towns in Wyoming is in jeopardy due to the downturn in mineral revenues. This funding is derived from "over-the-cap" mineral revenues that flow through the State's general fund. Previous years' distributions have been made annually however for the upcoming fiscal year only half the distribution will be made as scheduled. Whether or not the second half will be distributed will be decided by the Legislature in January 2017. If the second distribution is eliminated the City expects to lose approximately \$350,000.

Park County currently does not have a 1-cent optional sales tax or specific purpose tax. The City of Cody in partnership with Powell, Meeteetse and Park County have passed Resolutions to place a 1-cent specific purpose tax on the November 2016 election ballot. If passed, the City of Cody anticipates receiving \$5 million in revenue over a four-year period to fund sewer lagoon upgrades, ADA ramp improvements throughout the City and crack and chip sealing improvements within various subdivisions. These are all projects that cannot be funded with the City's current revenue stream.

City of Cody, Wyoming
Management Discussion and Analysis
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The City of Cody participates in various federal and state pass through grant opportunities, partnering with local businesses to make improvements to existing businesses, bring new businesses to the community and provide affordable housing options. Anticipated projects in the upcoming fiscal year include the Cody Labs expansion and the Husky electric substation in the 2AB industrial area.

The City of Cody has been accumulating additional reserves in the Wastewater Fund for the sewer lagoon upgrade project which began in Fiscal Year 2015-2016. The total estimated project cost is \$3.6 million which is being funded through a combination of fund reserves, an Office of State Lands and Investments mineral royalty grant and a loan through the State Clean Water Revolving Account program with funds provided by the U.S. Environmental Protection Agency. The loan has a 20-year maturity and carries a 2.5% annual interest rate. The total interest payments are expected to be \$533,697 over the life of the loan.

Financial Contact

The City of Cody's financial statements are designed to provide its users (citizens, taxpayers, customers, investors and creditors) with a general overview of Cody's finances and to demonstrate Cody's accountability. Questions concerning any of the information presented in this report or requests for additional information should be sent to:

Finance Officer, City of Cody
PO Box 2200 Cody, WY 82414

City of Cody, Wyoming
Statement of Net Position
June 30, 2016

	Governmental Activities	Business-Type Activities	Total
ASSETS:			
Cash and cash equivalents	\$ 4,001,415	\$ 8,241,996	\$ 12,243,411
Investments	4,661,020	3,350,294	8,011,314
Accounts receivable, net of allowance	-	2,468,478	2,468,478
Franchise tax receivable	63,821	-	63,821
Court fine receivable, net of allowance	67,019	-	67,019
Due from other governments	957,284	-	957,284
Other receivables, net of allowance	142,967	-	142,967
Inventory	100,503	508,082	608,585
Prepaid expenses	96,041	-	96,041
Restricted assets:			
Cash and cash equivalents	14,076	254,875	268,951
Capital assets:			
Land and construction in progress	2,661,094	809,248	3,470,342
Other capital assets, net of depreciation	25,823,036	33,092,339	58,915,375
Total Assets	<u>38,588,276</u>	<u>48,725,312</u>	<u>87,313,588</u>
DEFERRED OUTFLOWS OF RESOURCES:			
Deferred Outflows Related to Pensions	<u>1,259,767</u>	<u>482,574</u>	<u>1,742,341</u>
Total Assets and Deferred Outflows of Resources	<u><u>39,848,043</u></u>	<u><u>49,207,886</u></u>	<u><u>89,055,929</u></u>
LIABILITIES:			
Accounts payable	409,057	297,722	706,779
Related party payables	-	942,632	942,632
Accrued liabilities	189,735	21,588	211,323
Deferred Revenue	-	-	-
Compensated Absences	184,084	85,373	269,457
Retainage payable	15,441	-	15,441
Customer deposits	14,076	254,875	268,951
Other payables	8,081	28,476	36,557
Long-term liabilities:			
Compensated Absences	142,829	103,097	245,926
Net Pension Liability	4,448,954	1,704,250	6,153,204
Total Liabilities	<u>5,412,257</u>	<u>3,438,013</u>	<u>8,850,270</u>
NET POSITION			
Net investment in capital assets	28,484,130	33,901,587	62,385,717
Restricted for:			
Capital projects	50,140	-	50,140
Public Safety	11,881	-	11,881
Unrestricted	<u>5,889,635</u>	<u>11,868,286</u>	<u>17,757,921</u>
Total Net Position	<u><u>\$ 34,435,786</u></u>	<u><u>\$ 45,769,873</u></u>	<u><u>\$ 80,205,659</u></u>

See accompanying notes to the basic financial statements

City of Cody, Wyoming
Statement of Activities
For the fiscal year ended June 30, 2016

Functions/Programs	Program Revenues				Net (Expense) Revenue and Changes in Net Position		
	Expenses	Charges for Services & Fines	Operating Grants & Contributions	Capital Grants & Contributions	Governmental Activities	Business-Type Activities	Total
Primary Government							
Governmental activities:							
General Government	\$ 2,093,977	\$ 192,184	\$ 36,573	\$ -	\$ (1,865,220)	\$ -	\$ (1,865,220)
Police Department	2,739,684	164,023	22,653	35,241	(2,517,767)	-	(2,517,767)
Parks, Facilities & Recreation	3,618,475	1,239,080	295,304	501,575	(1,582,516)	-	(1,582,516)
Public Works	2,239,664	274,116	15,122	361,393	(1,589,033)	-	(1,589,032)
Pass Through Grants	15,682	-	-	15,682	-	-	-
Total Governmental Activities	<u>\$ 10,707,482</u>	<u>\$ 1,869,403</u>	<u>\$ 369,652</u>	<u>\$ 913,891</u>	<u>\$ (7,554,536)</u>	<u>\$ -</u>	<u>\$ (7,554,535)</u>
Business-Type Activities:							
Solid Waste	\$ 1,644,407	\$ 2,310,115	\$ 4,608	\$ -	\$ -	\$ 670,316	\$ 670,316
Water	2,674,093	3,227,719	-	72,017	-	625,643	625,643
Wastewater	957,163	1,395,298	-	-	-	438,135	438,135
Electric	10,770,727	11,951,045	-	193,372	-	1,373,690	1,373,690
Total Business-Type Activities	<u>\$ 16,046,390</u>	<u>\$ 18,884,177</u>	<u>\$ 4,608</u>	<u>\$ 265,389</u>	<u>\$ -</u>	<u>\$ 3,107,784</u>	<u>\$ 3,107,784</u>
Total Primary Government	<u>\$ 26,753,872</u>	<u>\$ 20,753,580</u>	<u>\$ 374,260</u>	<u>\$ 1,179,280</u>	<u>\$ (7,554,536)</u>	<u>\$ 3,107,784</u>	<u>\$ (4,446,751)</u>
General Revenues:							
Taxes					\$ 1,002,347	\$ -	1,002,347
Intergovernmental					5,101,794	-	5,101,794
Investment Income					66,248	51,934	118,182
Gain(Loss) on Disposal of Assets					29,692	2,186	31,878
Miscellaneous					57,123	70,083	127,206
Transfers					2,243,236	(2,243,236)	-
Total General Revenues					<u>\$ 8,500,440</u>	<u>\$ (2,119,033)</u>	<u>6,381,407</u>
Change in Net Position					945,904	988,751	1,934,655
Net Position - beginning					33,921,202	44,962,950	78,884,152
Change in accounting principle - GASB 68/71					<u>\$ (431,320)</u>	<u>(181,828)</u>	<u>(613,148)</u>
Revised Net Position - beginning					<u>\$ 33,489,882</u>	<u>\$ 44,781,122</u>	<u>\$ 78,271,004</u>
Net Position - ending					<u>\$ 34,435,786</u>	<u>\$ 45,769,873</u>	<u>\$ 80,205,659</u>

See accompanying notes to the basic financial statements

City of Cody, Wyoming
Balance Sheet
Governmental Funds
June 30, 2016

	MAJOR FUNDS		Non-Major Governmental Funds	Total Governmental Funds
	General	Lodging Tax Fund		
ASSETS:				
Cash and cash equivalents	\$ 3,247,074	\$ 64,056	\$ 690,285	\$ 4,001,415
Investments	2,653,078	-	2,007,942	4,661,020
Restricted cash and cash equivalents	14,076	-	-	14,076
Accounts receivable, net of allowance				
Franchise tax receivable	63,821	-	-	63,821
Court fine receivable, net of allowance	67,019	-	-	67,019
Other receivables, net of allowance	142,967	-	-	142,967
Due from other governments	945,047	12,237	-	957,284
Inventory	100,503	-	-	100,503
Prepaid expenses	96,041	-	-	96,041
Total Assets	7,329,626	76,293	2,698,227	10,104,146
LIABILITIES				
Liabilities:				
Accounts payable	408,307	750	-	409,057
Accrued wages and related charges	189,735	-	-	189,735
Retainage payable	15,441	-	-	15,441
Customer deposits	14,076	-	-	14,076
Other payables	8,081	-	-	8,081
Total Liabilities	635,640	750	-	636,390
DEFERRED INFLOWS OF RESOURCES:				
Deferred Revenue	180,914	-	-	180,914
Total Deferred Inflows of Resources	180,914	-	-	180,914
Fund Balances:				
Nonspendable:				
Inventory/prepaid expenses	196,544	-	-	196,544
Restricted for:				
Police forfeitures	11,881	-	-	11,881
Public Improvements	-	-	16,540	16,540
Convention Center & Mentock Park	21,600	-	-	21,600
PEG Grant	12,000	-	-	12,000
Committed:				
Assigned:				
Capital Assets	-	-	2,681,687	2,681,687
Open space contributions	134,456	-	-	134,456
Community Support	-	75,543	-	75,543
Unassigned	6,136,591	-	-	6,136,591
Total Fund Balances	6,513,072	75,543	2,698,227	9,286,842
Total Liabilities, Deferred Inflows of Resources & Fund Balances	\$ 7,329,626	\$ 76,293	\$ 2,698,227	\$ 10,104,146

See accompanying notes to the basic financial statements

City of Cody, Wyoming
 Balance Sheet
 Governmental Funds
 June 30, 2016

Reconciliation of the Governmental Funds Balance Sheet to the Statement of Net Position:

Total Fund Balances - Governmental Funds	\$ 9,286,842
Amounts reported for governmental activities in the Statement of Net Position are different because:	
Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds, net of accumulated depreciation of: \$ 15,401,904	28,484,130
Certain long-term assets are not available to pay for current fund liabilities and therefore are deferred in the funds:	
Court fine receivable	48,659
Motor vehicle taxes	73,434
Severance taxes	58,821
Franchise Fees	-
Receivable from other governments	-
	180,914
Certain long-term liabilities are not due and payable from current financial resources and therefore are not reported in the funds:	
Accrued compensated absences	(326,913)
	(326,913)
Change in accounting principle related to net pension liability	(3,189,187)
Net Position of Governmental Activities:	\$ 34,435,786

See accompanying notes to the basic financial statements

City of Cody, Wyoming
Statement of Revenues, Expenditures Changes in Fund Balances
Governmental Funds
for the fiscal year ended June 30, 2016

	MAJOR FUNDS		Non-Major Governmental Funds	Total Governmental Funds
	General	Lodging Tax Fund		
Revenues:				
Taxes (intergovernmental & service generated)	\$ 4,711,595	\$ 124,497	\$ -	\$ 4,836,092
Royalties	450,253	-	-	450,253
State and Federal Funding	1,647,557	-	-	1,647,557
Pass Through Grants	15,682	-	-	15,682
Fines & Forfeitures	142,047	-	-	142,047
Charges for Services:				
Penalties & Fees	121,766	-	-	121,766
Parks & Recreation Fees	1,218,522	-	-	1,218,522
Public Works	274,116	-	-	274,116
Licenses & Permits	70,418	-	-	70,418
Facility Rental	20,558	-	-	20,558
Investment Income	41,127	-	25,121	66,248
Contributions & Donations	338,844	-	-	338,844
Miscellaneous	57,123	-	-	57,123
Total Revenues	9,109,608	124,497	25,121	9,259,226
Expenditures:				
Current:				
Mayor & Council	506,086	68,357	-	574,443
City Administrator	160,550	-	-	160,550
Administrative Services	1,334,619	-	-	1,334,619
Police Department	2,671,322	-	-	2,671,322
Parks Maintenance	708,463	-	-	708,463
Public Facilities	514,915	-	-	514,915
Recreation Center	1,835,468	-	-	1,835,468
Community Development	554,919	-	-	554,919
Streets	1,104,703	-	10,415	1,115,118
Vehicle Maintenance	123,025	-	-	123,025
Pass Through Grants	15,681	-	-	15,681
Capital Outlay	936,556	-	519,191	1,455,747
Total Expenditures	10,466,307	68,357	529,606	11,064,270
Excess(deficiency) of revenues over expenditures	(1,356,699)	56,140	(504,485)	(1,805,044)
Other Financing Sources(Uses):				
Transfers In(Out)	1,855,797	(31,999)	645,979	2,469,777
Payment to component Unit	-	-	-	-
Sale of Governmental Assets	46,187	-	-	46,187
Total Other Financing Sources(Uses)	1,901,984	(31,999)	645,979	2,515,964
Net Change in Fund Balance	545,285	24,141	141,494	710,920
Fund Balances - Beginning	5,967,787	51,402	2,556,733	8,575,922
Fund Balances - Ending	\$ 6,513,072	\$ 75,543	\$ 2,698,227	\$ 9,286,842

See accompanying notes to the basic financial statements

City of Cody, Wyoming
Statement of Revenues, Expenditures Changes in Fund Balances
Governmental Funds
for the fiscal year ended June 30, 2016

**Reconciliation of the Statement of Revenues, Expenditures & Changes in Fund Balances of Governmental Funds
to the Statement of Activities**

Net changes in fund balances - total governmental funds	\$ 710,920
Amounts reported for governmental activities in the Statement of Activities are different because:	
Governmental funds report capital outlays and issue costs as expenditures while governmental activities report depreciation and amortization expense to allocate those expenditures over the life of the assets:	
Capital asset purchases capitalized	1,228,404
Capital assets transferred from business-type funds	401
Capital asset disposal	(16,495)
Depreciation expense	(1,108,368)
	<u>103,942</u>
Revenues in the Statement of Activities that do not provide current financial resources are not reported as revenues in the funds:	
Contributed assets	96,011
Deferred revenue	25,220
	<u>121,231</u>
Some expenses reported in the Statement of Activities do not require the use of current financial resources and therefore are not reported as expenditures in governmental funds:	
Accrued compensated absences	9,811
	<u>9,811</u>
Change in Net Position of Governmental Activities	\$ 945,904

See accompanying notes to the basic financial statements

City of Cody, Wyoming
Statement of Net Position
Proprietary Funds
June 30, 2016

	Business-Type Activities - Enterprise Funds				Total
	Solid Waste Fund	Water Fund	Wastewater Fund	Electric Fund	Proprietary Funds
ASSETS:					
Current Assets:					
Cash and cash equivalents	\$ 1,505,344	\$ 2,394,636	\$ 2,176,712	\$ 2,165,304	\$ 8,241,996
Investments	1,000,562	726,243	238,116	1,385,373	3,350,294
Restricted cash and cash equivalents	-	-	-	254,875	254,875
Accounts receivable, net of allowance	295,163	447,910	190,893	1,534,512	2,468,478
Inventory	-	75,914	-	432,168	508,082
Total Current Assets	<u>2,801,069</u>	<u>3,644,703</u>	<u>2,605,721</u>	<u>5,772,232</u>	<u>14,823,725</u>
Non-current Assets:					
Capital Assets:					
Land and other non-depreciable assets	232,916	-	554,917	21,415	809,248
Other capital assets, net of depreciation	1,153,402	10,012,698	10,816,454	11,109,785	33,092,339
Total Non-current Assets	<u>1,386,318</u>	<u>10,012,698</u>	<u>11,371,371</u>	<u>11,131,200</u>	<u>33,901,587</u>
Total Assets	<u>\$ 4,187,387</u>	<u>\$ 13,657,401</u>	<u>\$ 13,977,092</u>	<u>\$ 16,903,432</u>	<u>\$ 48,725,312</u>
DEFERRED OUTFLOWS OF RESOURCES:					
Deferred Outflows Related to Pensions	114,219	110,520	42,949	214,886	482,574
Total Deferred Outflows of Resources	<u>114,219</u>	<u>110,520</u>	<u>42,949</u>	<u>214,886</u>	<u>482,574</u>
LIABILITIES:					
Current Liabilities:					
Accounts payable	\$ 89,411	\$ 246,550	\$ 78,170	\$ 826,223	\$ 1,240,354
Sales tax payable	-	-	-	28,476	28,476
Accrued expenses	5,753	3,403	2,387	10,045	21,588
Customer deposits	-	-	-	254,875	254,875
Accrued compensated absences	21,988	20,015	11,817	30,608	84,428
Total Current Liabilities	<u>117,152</u>	<u>269,968</u>	<u>92,374</u>	<u>1,150,227</u>	<u>1,629,721</u>
Non-current Liabilities:					
Net Pension Liability	403,375	390,311	151,680	758,884	1,704,250
Compensated Absences	18,550	21,765	17,231	46,496	104,042
Total Non-current Liabilities	<u>421,925</u>	<u>412,076</u>	<u>168,911</u>	<u>805,380</u>	<u>1,808,292</u>
Total Liabilities	<u>539,077</u>	<u>682,044</u>	<u>261,285</u>	<u>1,955,607</u>	<u>3,438,013</u>
NET POSITION					
Net investment in capital assets	1,386,318	10,012,698	11,371,371	11,131,200	33,901,587
Restricted for debt service	-	-	-	-	-
Unrestricted	<u>2,376,211</u>	<u>3,073,179</u>	<u>2,387,385</u>	<u>4,031,511</u>	<u>11,868,286</u>
Total Net Position	<u>\$ 3,762,529</u>	<u>\$ 13,085,877</u>	<u>\$ 13,758,756</u>	<u>\$ 15,162,711</u>	<u>\$ 45,769,873</u>

See accompanying notes to the basic financial statements

City of Cody, Wyoming
Statement of Revenues, Expenses and Changes in Fund Net Position
Proprietary Funds
for the fiscal year ended June 30, 2016

	Business-Type Activities - Enterprise Funds				Total Proprietary Funds
	Solid Waste Fund	Water Fund	Wastewater Fund	Electric Fund	
Operating Revenues:					
Charges for Services:					
Solid waste charges	\$ 2,266,386	\$ -	\$ -	\$ -	\$ 2,266,386
Recycling revenue	43,728	-	-	-	43,728
Water charges	-	3,117,340	-	-	3,117,340
Water crane sales	-	16,886	-	-	16,886
Wastewater charges	-	-	1,348,598	-	1,348,598
Electric charges	-	-	-	11,876,372	11,876,372
Miscellaneous	-	1,811	260	44,215	46,286
Total Operating Revenues	2,310,114	3,136,037	1,348,858	11,920,587	18,715,596
Operating Expenditures:					
Personal Services	569,500	378,191	283,800	1,021,627	2,253,118
Utility Purchases	800,984	1,479,892	-	8,800,913	11,081,789
Materials, Maintenance & Services	188,973	483,636	246,091	519,474	1,438,174
Depreciation expense	84,950	332,374	427,272	428,713	1,273,309
Total Operating Expenses	1,644,407	2,674,093	957,163	10,770,727	16,046,390
Operating Income(Loss)	665,707	461,944	391,695	1,149,860	2,669,206
Non-Operating Revenues(Expenses):					
Investment income	15,510	11,258	3,691	21,476	51,935
Development fees	-	-	-	22,268	22,268
Hook up fees	-	63,116	-	52,405	115,521
Plant investment fees	-	-	24,000	-	24,000
Tap fees	-	21,396	-	-	21,396
Impact Fees	-	-	22,700	-	22,700
Gain(Loss) on disposal of assets/inventory	-	300	1,886	-	2,186
Miscellaneous	1,892	30,548	338	-	32,778
Total Non-Operating Revenues(Expenses)	17,402	126,618	52,615	96,149	292,784
Net Income(Loss) before contributions & transfers	683,109	588,562	444,310	1,246,009	2,961,990
Capital contributions	-	110,734	-	381,597	492,331
Operating contributions	4,608	-	-	-	4,608
Transfers in(out)	(502,162)	(448,005)	(281,095)	(1,238,916)	(2,470,178)
Changes in Net Position	185,555	251,291	163,215	388,690	988,751
Total Net Position - beginning	3,614,997	12,897,633	13,588,072	14,862,248	44,962,950
Change in accounting principle - GASB 68/71	(38,023)	(63,047)	7,469	(88,227)	(181,828)
Revised Net Position - beginning	3,576,974	12,834,586	13,595,541	14,774,021	44,781,122
Total Net Position - ending	\$ 3,762,529	\$ 13,085,877	\$ 13,758,756	\$ 15,162,711	\$ 45,769,873

See accompanying notes to the basic financial statements

City of Cody, Wyoming
Statement of Cash Flows
Proprietary Funds
for the fiscal year ended June 30, 2016

	Business-Type Activities - Enterprise Funds				Total Proprietary Funds
	Solid Waste Fund	Water Fund	Wastewater Fund	Electric Fund	
Cash Flows From Operating Activities					
Receipts from customers	\$ 2,318,060	\$ 3,105,466	\$ 1,335,329	\$ 11,815,469	\$ 18,574,324
Payments to suppliers	(1,001,629)	(1,878,573)	(199,576)	(9,371,383)	(12,451,161)
Payments to employees	(580,742)	(399,050)	(285,555)	(1,031,904)	(2,297,251)
Other receipts(payments)	-	1,811	260	44,215	46,286
Net Cash Provided by(used in) Operating Activities	<u>735,689</u>	<u>829,654</u>	<u>850,458</u>	<u>1,456,397</u>	<u>3,872,198</u>
Cash Flows From Non-Capital Financing Activities					
Operating grants	4,608	-	-	193,372	197,980
Passenger facility tax	-	-	-	-	-
Proceeds from hook up fees	-	63,116	-	52,405	115,521
Proceeds from tap fees	-	21,396	-	-	21,396
Miscellaneous income(expense)	2,098	30,551	339	203	33,191
Other Non-Capital Financing Activities	-	-	-	-	-
Operating transfers in(out)	(502,162)	(448,005)	(281,095)	(1,238,916)	(2,470,178)
Net Cash Provided by(used in) Noncapital Financing Activities	<u>(495,456)</u>	<u>(332,942)</u>	<u>(280,756)</u>	<u>(992,936)</u>	<u>(2,102,090)</u>
Cash Flows From Capital and Related Financing Activities					
Purchase of capital assets	(40,101)	(104,133)	(188,634)	(323,703)	(656,571)
Contributed capital revenues	-	24,017	-	-	24,017
Other Capital Financing Activities	-	-	-	(29,796)	(29,796)
Proceeds from development fees	-	-	-	22,268	22,268
Proceeds from plant investment & impact fees	-	-	46,700	-	46,700
Proceeds from the sale of capital assets	-	300	3,350	-	3,650
Net Cash Used in Capital and Related Financing Activities	<u>(40,101)</u>	<u>(79,816)</u>	<u>(138,584)</u>	<u>(331,231)</u>	<u>(589,732)</u>
Cash Flows From Investing Activities					
Interest and dividends	15,510	11,258	3,692	21,476	51,936
Net Cash Provided by(Used in) Investing Activities	<u>15,510</u>	<u>11,258</u>	<u>3,692</u>	<u>21,476</u>	<u>51,936</u>
Net Increase(Decrease) in Cash and Cash Equivalents	215,642	428,154	434,810	153,706	1,232,312
Balances - beginning of year	2,290,264	2,692,725	1,980,018	3,651,846	10,614,853
Balances - end of year	<u>\$ 2,505,906</u>	<u>\$ 3,120,879</u>	<u>\$ 2,414,828</u>	<u>\$ 3,805,552</u>	<u>\$ 11,847,165</u>
Reconciliation of Operating Income(Loss) to Net Cash Provided by Operating Activities					
Operating income(loss)	\$ 665,707	\$ 461,944	\$ 391,695	\$ 1,149,860	\$ 2,669,206
Adjustments reconcile operating income to net cash provided(used) by operating activities:					
Depreciation	84,950	332,374	427,272	428,713	1,273,309
Change in assets and liabilities:					
Receivables	7,946	(28,760)	(13,269)	(66,098)	(100,181)
Inventory	1,164	26,437	8,297	(32,196)	3,702
Accounts payable	(12,836)	58,518	38,218	(19,745)	64,155
Accrued expenses	(7,403)	(9,020)	(2,769)	(12,923)	(32,115)
Prepaid expenses	-	-	-	-	-
Sales tax payable	-	-	-	945	945
Deferred Revenue	-	-	-	-	-
Customer deposit liability	-	-	-	5,195	5,195
Accrued compensated absences	(3,839)	(11,839)	1,014	2,646	(12,018)
Net Cash Provided by(Used in) Operating Activities	<u>\$ 735,689</u>	<u>\$ 829,654</u>	<u>\$ 850,458</u>	<u>\$ 1,456,397</u>	<u>\$ 3,872,198</u>
Non-Cash Activities:					
Loss on sale of capital assets	\$ -	\$ -	\$ 1,464	\$ -	1,464
Contributed capital assets	<u>\$ -</u>	<u>\$ 86,717</u>	<u>\$ -</u>	<u>\$ 188,225</u>	<u>\$ 274,942</u>

See accompanying notes to the basic financial statements

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NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

- A. FINANCIAL REPORTING ENTITY
- B. BASIS OF PRESENTATION
- C. MEASUREMENT FOCUS AND BASIS OF ACCOUNTING
- D. ASSETS, LIABILITIES, DEFERRED OUTFLOWS/INFLOWS OF RESOURCES AND NET POSITION
- E. INTERNAL AND INTERFUND BALANCES AND ACTIVITIES
- F. REVENUES, EXPENDITURES AND EXPENSES
- G. USE OF ESTIMATES
- H. RECENTLY ISSUED ACCOUNTING STANDARDS

NOTE 2. STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY

- A. DEFICIT FUND BALANCES OR NET POSITION
- B. BUDGET REQUIREMENTS
- C. DEPOSITS AND INVESTMENTS REQUIREMENTS
- D. ACCOUNTS PAYABLE AND ACCRUED EXPENSES
- E. DEBT RESTRICTIONS AND COVENANTS

NOTE 3. DETAIL NOTES - TRANSACTION CLASSIFICATION

- A. DEPOSITS AND INVESTMENTS
- B. RECEIVABLES
- C. DUE FROM OTHER GOVERNMENTS
- D. CAPITAL ASSETS
- E. RESTRICTED ASSETS
- F. LONG-TERM DEBT
- G. INTERFUND BALANCES AND ACTIVITIES
- H. FUND BALANCES AND NET POSITION

NOTE 4. OTHER NOTES

- A. EMPLOYEE PENSION PLANS
- B. RISK MANAGEMENT
- C. LEASES
- D. COMPENSATED ABSENCES
- E. RELATED PARTY TRANSACTIONS
- F. COMMITMENTS
- G. CHANGE IN ACCOUNTING PRINCIPLE
- H. CONTINGENCIES
- I. SEGMENT INFORMATION FOR ENTERPRISE FUNDS
- J. SUBSEQUENT EVENTS/OTHER

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The City's accounting and financial reporting policies conform to accounting principles generally accepted in the United States of America (GAAP). GAAP includes all relevant Governmental Accounting Standards Board (GASB) pronouncements. The accounting and reporting framework and the more significant accounting policies are discussed in the subsequent sections of this Note.

1.A. FINANCIAL REPORTING ENTITY

In determining the financial reporting entity, the City complies with the provisions of GASB Statement No. 61.

The reporting entity is comprised of the primary government only. The primary government of the City of Cody consists of all funds and departments that are not legally separate from the City.

The City of Cody (City) is a municipal corporation located in Park County, Wyoming. The elected Mayor and six-member City Council represent the governing body responsible for the activities related to City government within the jurisdiction of the City. The government receives funding from local, state and federal government sources and must comply with the accompanying requirements of these funding sources.

Component units are legally separate organizations for which the City is financially accountable. The City is financially accountable for an organization if the City appoints a voting majority of the organization's governing board and (1) the City is able to significantly influence the programs or services performed or provided by the organizations; or (2) the City is legally entitled to or can otherwise access the organization's resources; the City is legally obligated or has otherwise assumed the responsibility to finance the deficits of or provide financial support to, the organization; or the City is obligated for the debt of the organization. Component units also may include organizations that are fiscally dependent on the City in that the City approves the budget, levies their taxes or issues their debt.

The City of Cody has no component units presented in the financial statements.

Related Organizations

Based on the foregoing criteria, the following related organizations are not included in the financial reporting entity:

Wyoming Municipal Power Agency - provides electrical generation and distribution services to its eight member communities.

Shoshone Municipal Pipeline - operates a pipeline and water treatment facility to sell water to the six communities participating in the joint powers venture.

Yellowstone Regional Airport Joint Powers Board – created in 1980 to construct, maintain, equip, operate and conduct an airport and incidental facilities.

City of Cody, Wyoming
Notes to Basic Financial Statements
June 30, 2016

Northwest Improvement Projects Joint Powers Board – this board is currently inactive. The City of Cody and the City of Powell are members of the Joint Powers Board.

The Lodging Tax Joint Powers Board – determines the disposition of lodging tax receipts to three communities in Park County, Wyoming.

The City appoints one or two representatives to serve on each of these joint powers boards. However, in each case there are at least 5 other board members selected by other entities. Each board hires its own management, sets its own rates and is responsible for its own expenses. The City is not liable for losses of any of the boards and does not provide a significant amount of funding for any of the boards.

1.B. BASIS OF PRESENTATION

Government-Wide Financial Statements:

The statement of net position and statement of activities display information about the City as a whole. They include all financial activities of the reporting entity except for fiduciary activities, of which the City maintains none. Eliminations have been made to minimize the double reporting of transactions involving internal activities. Individual funds are not displayed in these statements. Instead, the statements distinguish between governmental and business-type activities. Governmental activities generally are financed through taxes, intergovernmental revenues, and other non-exchange revenues. Business-type activities are financed in whole or in part by fees charged to external parties for goods or services.

The statement of activities presents a comparison between the expenses and program revenues directly associated with the different governmental functions and business-type activities to arrive at the net revenue or expense of the function or activity prior to the use of taxes and other general revenues. Program revenues include (1) fees, fines and service charges generated by the program or activity, (2) operating grants and contributions that are restricted to meeting the operational requirements of the program or activity, and (3) capital grants and contributions that are restricted to meeting the capital requirements of the program or activity.

Fund Financial Statements:

Fund financial statements of the reporting entity are organized into funds, each of which is considered to be separate accounting entities. Each fund is accounted for by providing a separate set of self-balancing accounts which constitute its assets, liabilities, fund equity, revenues, and expenditures/expenses. Separate financial statements are presented for the two major fund categories: governmental and proprietary. An emphasis of the fund financial statements is placed on major governmental and enterprise funds. The General Fund is always reported as a major fund. Other funds are considered major if they meet the following criteria:

- a. Total assets, liabilities, revenues or expenditures/expenses of that individual governmental or enterprise fund is at least 10% of the corresponding total for all funds of that category or type, AND

City of Cody, Wyoming
Notes to Basic Financial Statements
June 30, 2016

- b. Total assets, liabilities, revenues or expenditures/expenses of the individual governmental fund or enterprise fund that are at least 5% of the corresponding total for all governmental and enterprise funds combined.
- c. A fund not meeting the criteria of (a) and (b), however management has elected to report the fund as a major fund due to its significance to users of the financial statements.

All remaining governmental and enterprise funds not meeting the above criteria are aggregated and reported as non-major funds. The funds of the financial reporting entity are described below:

GOVERNMENTAL FUNDS

General Fund

The General Fund is the primary operating fund of the City. It is used to account for all activities except those legally or administratively required to be accounted for in other funds. This fund is always a major fund.

Special Revenue Funds

Special Revenue funds are used to account for the proceeds of specific revenue sources that are legally or administratively restricted to expenditures for certain purposes. The reporting entity includes the following special revenue fund:

Lodging Tax Fund - accounts for revenues and expenditures of lodging taxes which are to be used to support community functions and activities. This fund is a major fund by the election of management.

Capital Projects Funds

Capital Projects funds are used to account for resources restricted for the acquisition or construction of specific capital projects or items. The reporting entity includes the following capital projects funds, of which all are non-major funds:

Public Improvements Fund - accounts for proceeds specifically required for the use of public improvements for governmental type activities and for proceeds designated for capital improvements by the management.

Vehicle Replacement Fund - accounts for transfers from other funds within the primary government which is for the purchase vehicles and equipment. Transfers are based upon each department's vehicles and assigned replacement schedules to allocate appropriate funds to cover future replacements. Although projects such as construction are not being performed, the City considers this a capital project fund.

Proprietary Funds

Proprietary funds include enterprise and internal service funds. Enterprise funds are used to account for business-like activities for services provided to the general public. Internal service funds are used to account for business-like activities provided and charged to other funds or

City of Cody, Wyoming
Notes to Basic Financial Statements
June 30, 2016

entities within the reporting entity. Proprietary fund operating revenues, such as charges for services, result from exchange transactions associated with the principal activity of the fund. Non-operating revenues of the proprietary funds include such items as investment earnings and subsidies. The reporting entity includes the following proprietary funds, each of which are major funds:

Solid Waste Fund - accounts for the activities of the department responsible for maintaining a dependable system for collecting and disposing of solid waste and recyclable materials in the City.

Water Fund - accounts for activities of the department responsible for providing a safe, potable water supply and an irrigation water supply to the community.

Wastewater Fund - accounts for the activities of the department responsible for maintaining a dependable system for collecting and treating the City's wastewater.

Electric Fund - accounts for activities of the department responsible for providing a dependable electric supply to the community.

1.C. MEASUREMENT FOCUS AND BASIS OF ACCOUNTING

Measurement focus is a term used to describe **how** transactions are recorded within the financial statements. Basis of accounting refers to **when** transactions are recorded regardless of the measurement focus applied.

Measurement Focus

Government-wide and Proprietary Fund Financial Statements

In the government-wide Statement of Net Position and the Statement of Activities, and the proprietary and fiduciary fund statements the "economic resources" measurement focus is applied. The accounting objectives of this measurement focus are the determination of operating income, changes in net assets (or cost recovery), financial position and cash flows. All assets and liabilities (whether current or noncurrent, financial or nonfinancial) associated with their activities are reported.

Governmental Fund Financial Statements

In the governmental fund financial statements, a "current financial resources" measurement focus is applied. Under this focus, only current financial assets and liabilities are generally included on their balance sheets. Their operating statements present sources and uses of available spendable financial resources during a given period. These funds use fund balance as their measure of available spendable financial resources at the end of the period.

Basis of Accounting

Government-wide, Proprietary and Fiduciary Fund Financial Statements

In the government-wide Statement of Net Position and Statement of Activities, and the proprietary fund financial statements the accrual basis of accounting is applied. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability is incurred or economic assets are used. Revenues, expenses, gains, losses,

City of Cody, Wyoming
Notes to Basic Financial Statements
June 30, 2016

assets and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place.

Governmental Fund Financial Statements

In the governmental fund financial statements the modified accrual basis of accounting is applied. Under the modified accrual basis of accounting revenues are recognized when "measurable and available". Measurable means knowing or being able to reasonably estimate the amount. Available means collectible within the current period or soon enough thereafter to pay current liabilities. The City has defined "available" as collected within 60 days after year end. Sales and use taxes, franchise taxes, lodging taxes, court fines and interest are considered susceptible to accrual. Expenditures, including capital outlay, are recorded when the related fund liability is incurred, except for long-term debt principal and interest, claims and judgments, and accrued compensated absences, which are recorded as expenditures to the extent they have matured. Proceeds of general long-term debt and capital leases are reported as other financial sources.

1.D. ASSETS, LIABILITIES, DEFERRED OUTFLOWS/INFLOWS OF RESOURCES, AND NET POSITION/FUND EQUITY

Cash and Cash Equivalents

Cash and cash equivalents include all demand and savings accounts and certificates of deposit or short-term investments with an original maturity of three months or less. Investments in open-ended mutual fund money market accounts are also considered cash equivalents and are reported at the funds current share price.

Investments

Investments consist of U.S. government securities and bonds. These investments are purchased with the intention of holding to maturity and are therefore reported at cost.

Receivables

Material receivables in governmental funds and governmental activities include revenue accruals such as sales tax, franchise tax, grants and other similar intergovernmental revenues since they are usually both measurable and available. Non-exchange transactions collectible but not available are deferred in accordance with GASB 33. Interest and investment earnings are recorded when earned only if paid within 60 days since they would be considered both measurable and available at the fund level.

Proprietary-type funds, business-type activities and similar component unit's material receivables consist of all revenues earned at year -end and not yet received. Utility accounts receivable comprise the majority of proprietary fund receivables. Component unit material receivables consist of due from other governments and various fee receivables.

Allowances for uncollectible accounts receivable are based upon historical trends and the periodic aging of accounts receivable.

City of Cody, Wyoming
Notes to Basic Financial Statements
June 30, 2016

Prepaid Items

Payments made to vendors for service that will benefit periods beyond June 30, 2016, are recorded as prepaid items using the consumption method by recording an asset for the prepaid amount and reflecting the expenditure/expense in the year in which services are consumed. At the fund reporting level, an equal amount of fund balance is reported as non-spendable as this amount is not available for general appropriation.

Inventories

The City records consumable materials and supplies as an asset when purchased and expended as consumed. Such inventory is valued at average cost.

Capital Assets and Depreciation

The accounting treatment of property, plant and equipment (capital assets) depends on whether the assets are used in governmental fund type or proprietary fund type operations and whether they are reported in the government-wide or fund financial statements.

Government-Wide Statements

In the government-wide financial statements, property, plant and equipment are accounted for as capital assets. The City's capitalization threshold varies by asset classification and category. The range of asset capitalization threshold by asset classification is noted below:

Classification	Threshold
Land	\$5,000
Intangibles	\$5,000
Buildings	\$25,000
Other Improvements	\$25,000
Machinery & Equipment	\$ 5,000
Furniture & Fixtures	\$ 5,000
Infrastructure	\$5,000 - \$25,000

All capital assets are valued at historical cost or estimated historical cost if actual cost is unavailable, except for donated capital assets which are recorded at their estimated fair value at the date of donation. General infrastructure assets (such as roads, bridges, and traffic systems) acquired prior to July 1, 2006, are reported at estimated historical cost using deflated replacement costs. The cost of normal maintenance and repairs to these assets that do not add materially to the value of the asset or significantly extend the assets' useful lives are not capitalized. Interest costs, net of interest earned on any invested capital debt proceeds, are capitalized when incurred by proprietary funds.

Depreciation of all exhaustible capital assets is recorded as an operating expense in proprietary fund financial statements and as an allocated expense in the Statement of Activities, with accumulated depreciation reflected in the Statement of Net position. Depreciation is calculated over the assets' estimated useful lives using the straight-line method of depreciation. The range of estimated useful lives by type of asset is as follows:

City of Cody, Wyoming
Notes to Basic Financial Statements
June 30, 2016

Asset Type	Useful Life
Buildings	30 – 50 Years
Other Improvements	10 Years
Intangibles	1-5 Years
Machinery & Equipment	5 – 10 Years
Furniture & Fixtures	5 Years
Infrastructure	5 – 50 Years

In the government funds financial statements, capital assets acquired are accounted for as capital outlay expenditures.

Restricted Assets

Restricted assets include cash and investments of enterprise funds and business-type activities that are legally restricted as to their use. The primary restricted assets are related to customer utility deposits.

Long-Term Debt

Accounting treatment of long-term debt varies depending upon the source of repayment and the measurement focus applied, and whether the debt is reported in the government-wide or fund financial statements.

All long-term debt to be repaid from governmental activities, business-type activities, proprietary fund and component unit resources are reported as liabilities incurred. The long-term debt consists primarily of accrued compensated absences, liability for claims, notes payable, and revenue bonds payable. This long-term debt is reported net of unamortized premiums, discounts, and amounts deferred from refundings, if applicable.

Long-term debt of governmental funds is not reported as liabilities in the fund financial statements. The debt proceeds are reported as other financing sources and payment of principal and interest reported as expenditures.

As of June 30, 2016, the City of Cody is not obligated in any manner for special assessment debt.

Compensated Absences

The City's policies regarding vacation and compensatory time permit employees to accumulate varying amounts as determined by management.

The City's sick leave policy caps sick leave accruals at 720 hours and employees with balances in excess of 720 as of the adoption date are allowed to keep all of the hours accrued until such time that the employees use the hours below 720. Eligible employees may be able to convert a portion of their accrued sick leave towards the employee's 457 Deferred Compensation account or Health Savings account or a combination of both based on a longevity percentage table upon an eligible separation of employment.

Vacation time off with pay is available to regular full time and regular part time employees. The amount of paid vacation time employees receive each year increases with the length of their

City of Cody, Wyoming
Notes to Basic Financial Statements
June 30, 2016

employment. Full time employees may carry 80 hours of accrued vacation leave and part time employees may carry 40 hours of accrued vacation leave into a new calendar year. Vacation time off is paid at the employee's base rate of pay at the time of vacation

The estimated liabilities for vested benefits also include salary-related payments such as employment taxes. Compensated absences are reported as accrued in the government-wide, proprietary and component unit financial statements. Governmental funds report only the matured compensated absences payable to currently terminating employees.

Deferred Outflows/Inflows of Resources

In addition to assets, the statement of net position/balance sheet may include a line for deferred outflows of resources. This element represents a consumption of net position that applies to a future period and so will not be recognized as an outflow of resources (expense/expenditure) until then.

In addition to liabilities, the statement of net position/balance sheet may include a line for deferred inflows of resources. This element represents an acquisition of net position that applies to a future period and so will not be recognized as an inflow of resources (revenue) until that time.

At June 30, 2016, the City of Cody reported on the Statement of Net Position a deferred outflow in the amount of \$1,742,341 for its proportionate share of the Wyoming Retirement System's net pension liability. The amount attributable to the General Fund is \$1,259,767 and the amount attributable to the proprietary funds is \$482,574. See Notes 4.A. and 4.H. for additional information regarding the pension liability. The City has deferred revenue that qualifies for reporting on the Balance Sheet in this category in the amount of \$180,914 which represents court fines, motor vehicle taxes and severance taxes.

Equity Classifications

Government-Wide and Proprietary Fund Financial Statements:

Net position represents the difference between assets and deferred outflows of resources, and liabilities and deferred inflows of resources on the government-wide financial statements. Net position is classified in the following categories:

- a. Net investment in capital assets – Consists of capital assets net of accumulated depreciation and reduced by outstanding debt that is attributed to the acquisition, construction or improvement of the assets.
- b. Restricted net position – Consists of amounts restricted by creditors, grantors, contributors or laws or regulations of other governments.
- c. Unrestricted net position – Consists of the net position that does not meet the definition of “net investment in capital assets” or “restricted net position”.

City of Cody, Wyoming
Notes to Basic Financial Statements
June 30, 2016

Governmental Fund Financial Statements:

In the fund financial statements, governmental fund balance is presented in five possible categories:

- a. Nonspendable – resources which cannot be spent because they are either (a) not in spendable form or; (b) legally or contractually required to be maintained intact.
- b. Restricted – resources with constraints placed on the use of resources are either (a) externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments; or (b) imposed by law through constitutional provisions or enabling legislation.
- c. Committed – resources which are subject to limitations the government imposes upon itself at its highest level of decision making, and that remain binding unless removed in the same manner. The commitment or use of Committed Resources is accomplished through an Ordinance or Resolution of the City Council, usually during the annual budget process or subsequent budget amendment.
- d. Assigned – resources neither restricted nor committed for which a government has as stated intended use as established by the governing body. The assignment or use of Assigned Resources is accomplished by Council action.
- e. Unassigned – resources which cannot be properly classified in one of the other four categories. The General Fund is the only fund that reports a positive unassigned fund balance amount.

Application of Net Position:

It is the City of Cody's policy to first use restricted net position, prior to the use of unrestricted net position, when an expense is incurred for purposes for which both restricted and unrestricted net position is available.

Application of Fund Balance:

When both restricted and unrestricted fund balances are available for use, it is the City's policy to use externally restricted fund balances first. Furthermore, committed fund balances are reduced first, followed by assigned fund balances and then unassigned fund balances when expenditures are incurred for purposes for which amounts in any of those unrestricted fund balance classifications can be used.

1.E. INTERNAL AND INTERFUND BALANCES AND ACTIVITIES

In the process of aggregating the financial information for the government-wide financial statement, some amounts reported as interfund activity and balances in the fund financial statements have been eliminated or reclassified.

Vehicle Maintenance Allocation: The City of Cody operates a Vehicle Maintenance department in the General Fund. The main function of this department is to provide maintenance and repair services on fleet vehicles and equipment. Under City policies, certain interdepartmental services performed by one department for another are credited to the performing department and charged

City of Cody, Wyoming
Notes to Basic Financial Statements
June 30, 2016

to the receiving department to reflect the accurate cost of programs. For reporting purposes, the Enterprise Fund charges are shown as transfers in/out between funds. The General Fund activities are credited to the performing department and charged as an expense to the receiving departments. The cost allocation is calculated annually based on each department's percentage of use; therefore, actual costs are not being allocated. The cost allocation for this fiscal year was distributed as follows:

Fund	Allocation Value
General Fund	\$ 164,951
Solid Waste Fund	93,213
Water Fund	5,640
Wastewater Fund	11,902
Electric Fund	11,707
Total	\$ 287,413

Government-Wide Financial Statements:

Interfund activity and balances, if any, are eliminated or reclassified in the government-wide financial statements as follows:

- a. Internal balances – amounts reported in the fund financial statements as interfund receivables and payables are eliminated in the governmental and business-type activities columns of the statement of net position, except for the net residual amounts due between governmental and business-type activities, which are reported as internal balances.
- b. Internal activities – amounts reported as interfund transfers in the fund financial statements are eliminated in the government-wide statement of activities except for the net amount of transfers between governmental and business-type activities, which are reported as Transfers – Internal Activities. The effects of interfund services between funds are not eliminated in the statement of activities.
- c. Primary government and component unit activity and balances – resource flows between the primary government and the discretely-presented component units are reported as if they were external transactions.

Fund Financial Statements:

Interfund activity, if any, within and among the governmental, proprietary fund and fiduciary categories is reported as follows in the fund financial statements:

- a. Interfund loans – amounts provided with a requirement for repayment are reported as interfund receivables and payables.
- b. Interfund services – sales or purchases of goods and services between funds are reported as revenues and expenditures/expenses.

City of Cody, Wyoming
Notes to Basic Financial Statements
June 30, 2016

-
- c. Interfund reimbursements – repayments from funds responsible for certain expenditures/expenses to the funds that initially paid for them are not reported as reimbursements but as adjustments to expenditures/expenses in the respective funds.
 - d. Interfund transfers – flow of assets from one fund to another where repayment is not expected are reported as transfers in and out.

1.F. REVENUES, EXPEDITURES, AND EXPENSES

Sales Tax

The City presently levies a four-cent sales tax on taxable sales within the City. The sales tax is collected by the State and remitted to the City the month following receipt by the State. The sales tax recorded is allocated to General Fund operations. Sales tax resulting from sales occurring prior to year end and received by the City after year end have been accrued and are included under the caption, *Due from other governments* since they represent taxes on sales occurring during the reporting period.

Property Tax

The Park County Treasurer acts as an agent to collect property taxes levied in the County for all taxing authorities. Collections are distributed after the end of each month.

Property Tax Calendar

August 10	Taxes are levied and become an enforceable lien on the properties
September 1	First of two equal installment payments is due
November 10	First installment is delinquent
March 1	Second installment is due
May 10	Second installment is delinquent

According to GASB #33 (Non-exchange Revenues), a receivable can be recorded at the earliest of the date of the assessment or the date a lien is placed on the property. Neither of these items occurs prior to June 30th for the upcoming levy, therefore the August levy included in the current fiscal year is the basis for the receivable.

Grants

The City participates in various grant activities depending on the applicable projects and/or grants available. Expenditures from certain grants are subject to audit by the grantor, and the City is contingently liable to refund amounts received in excess of allowable expenditures.

During the fiscal year the City of Cody acted as the pass through agency for the following grants through the Wyoming Business Council:

Gunsmith School Feasibility Study – A project between the City of Cody and Forward Cody Wyoming Inc and Wyoming Business Council (WBC) to study the feasibility of constructing a gunsmith school in Cody, Wyoming to train employees for the firearms industry. The study will determine the viability of the business opportunity. This grant was awarded for \$25,000 in 2013 and the study was completed in 2016.

Habitat for Humanity Project: A project between Mountain Spirit Habitat for Humanity the City of Cody and Wyoming Business Council (WBC) to complete the installation of streets, water and wastewater infrastructure in an affordable housing subdivision. The grant was awarded for \$395,000 in 2014 and the project was completed in 2016.

Expenditures & Expenses

In the government-wide statement of activities expenses including depreciation of capital assets are reported by function or activity. In the governmental fund financial statements expenditures are reported by class (further reported by function) as current, capital outlay and debt service. In proprietary fund financial statements, expenses are reported by object or activity.

1.G. USE OF ESTIMATES

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures; accordingly, actual results could differ from those estimates.

1.H. RECENTLY ISSUED ACCOUNTING STANDARDS

New Accounting Standards

GASB Statement No. 72, *Fair Value Measurement and Application*. The objective of this statement is to address accounting and financial reporting issues related to fair value measurements, provide guidance for determining a fair value measurement for financial reporting purposes, and for applying fair value to certain investments and disclosures related to all fair value measurements. Effective for fiscal years beginning after June 15, 2015. The requirements of this statement have no material effects on the City of Cody's financial statements.

GASB Statement No. 73, *Accounting and Financial Reporting for Pensions and Related Assets That Are Not Within the Scope of GASB Statement 68, and Amendments to Certain Provisions of GASB Statements 67 and 68*. The objective of this statement is to improve the usefulness of information about pensions included in the general purpose external financial reports of state and local governments. Effective for fiscal years beginning after June 15, 2015. The requirements of this statement have no material effects on the City of Cody's financial statements.

GASB Statement No. 74, *Financial Reporting for Postemployment Benefit Plans Other Than Pension Plans*. The objective of this statement is to improve the usefulness of information about postemployment benefits other than pensions included in the general purpose external financial reports of state and local governmental OPEB plans. Effective for fiscal years beginning after June 15, 2016. The requirements of this statement are not applicable to the City of Cody.

GASB Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other than Pensions*. The objective of this statement is to improve accounting and financial reporting by state and local governments for postemployment benefits other than pensions and improves information provided by state and local government employers about financial support

City of Cody, Wyoming
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for OPEB that is provided by other entities. Effective for fiscal years beginning after June 15, 2017. The requirements of this statement are not applicable to the City of Cody.

GASB Statement No. 76, *The Hierarchy of Generally Accepted Accounting Principles for State and Local Governments*. The objective of this statement is to identify, in the context of the current governmental financial reporting environment, the hierarchy of generally accepted accounting principles (GAAP). This statement reduces the GAAP hierarchy to two categories of authoritative GAAP and addresses the use of authoritative and nonauthoritative literature in the event that the accounting treatment for a transaction or other events is not specified within a source of authoritative GAAP. Effective for fiscal years beginning after June 15, 2015. The requirements of this statement which are applicable to the City of Cody were implemented for the fiscal year ending June 30, 2016.

GASB Statement No. 77, *Tax Abatement Disclosures*. The objective of this statement is to improved financial reporting by giving users of financial statements essential information that is not consistently or comprehensively reported regarding how tax abatements affect a government's future ability to raise resources and meet its financial obligations and the impact those abatements have on a government's financial position and economic condition. Effective for fiscal years beginning after December 15, 2015. The requirements of this statement are not applicable to the City of Cody.

GASB Statement No. 78, *Pensions Provided Through Certain Multi-Employer Defined Benefit Pension Plans*. The objective of this statement is to address a practice issue regarding the scope and applicability of Statement No. 68 and establishes requirements for recognition and measurement of pension expense, expenditures, liabilities, note disclosures and required supplementary information. Effective for fiscal years beginning after December 15, 2015. The requirements of this statement which are applicable to the City of Cody were implemented for the fiscal year ending June 30, 2016.

GASB Statement No. 79, *Certain External Investment Pools and Pool Participants*. The objective of this statement is establish criteria for an external investment pool to qualify for making the election to measure all of its investments at amortized cost for financial reporting purposes. Effective for fiscal years beginning after December 15, 2015. The requirements of this statement are not applicable to the City of Cody.

GASB Statement No. 80, *Blending Requirements for Certain Component Units – An Amendment of GASB Statement No. 14*. The objective of this statements is to amend the blending requirements for the financial statement presentation of component units of all state and local governments. Effective for fiscal years beginning after June 15, 2016. The requirements of this statement are not applicable to the City of Cody.

NOTE 2. STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

By its nature as a local government unit, the City and its component units are subject to various federal, state and local laws and contractual regulations.

2.A. DEFICIT FUND BALANCES OR NET POSITION

Wyoming Statutes prohibit the creation of a deficit fund balance in any individual fund of the City. For the year ended June 30, 2016, the City had not incurred a fund balance deficit in any individual fund.

2.B. BUDGET REQUIREMENTS

The City prepares its annual operating budget under the provisions of Wyoming State Statutes for all the funds. In accordance with those provisions, the following process is used to adopt the annual budget:

- a. Prior to June 1, the City administrator submits to the City Council a proposed operating budget for the fiscal year commencing the following July 1.
- b. A public hearing is conducted to obtain citizen comments.
- c. Subsequent to the public hearing the budget is adopted by Ordinance of the City Council.
- d. By July 31 the adopted budget is filed with the State and County.

Budgets for governmental funds are prepared using the modified cash basis of accounting. Proprietary funds budgets are prepared using the accrual basis of accounting. The statutory legal level of control at which expenditures may not legally exceed appropriations is the fund level. The City adopts, manages and amends its budget at the department level as well as by total fund level. Management control is at budgetary line item level. The Council may amend the budget once it is approved and may authorize transfers within the various budgetary programs in any fund. Unused appropriations for all funds lapse at the end of the year. The City does not use encumbrance accounting.

2.C. DEPOSITS AND INVESTMENTS REQUIREMENTS (POLICIES)

In accordance with State law, all uninsured deposits of municipal funds in financial institutions must be secured with acceptable collateral valued at the lower of market or par. Acceptable collateral includes certain U.S. Government or Government Agency securities, certain State of Wyoming or political subdivision debt obligations or surety bonds. Investments of a City are limited by State law to the following:

- a. Direct obligations of the U.S. Government, its agencies and instrumentalities to which the full faith and credit of the U.S. Government is pledged, or obligations to the payment of which the full faith and credit of the State of Wyoming is pledged.
- b. Certificates of deposit or savings accounts that are either insured or secured with acceptable collateral with in-state financial institutions and fully insured certificates of deposit or savings accounts in out-of-state financial institutions.

City of Cody, Wyoming
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- c. With certain limitation, negotiable certificates of deposit, prime banker's acceptances, prime commercial paper and repurchase agreements involving securities which are authorized investments under State Statutes.
 - d. County, municipal or school district tax supported debt obligations, bond or revenue anticipation notes, money judgments, or bond or revenue anticipation notes of public trusts whose beneficiary is a county municipality or school district.
 - e. Notes or bonds secured by mortgage or trust deed insured by the Federal Housing Administrator and debentures issued by the Federal Housing Administrator, and in obligations of the National Mortgage Association.
 - f. Money market funds regulated by the SEC and in which investments consist of the investments mentioned in the previous paragraphs a, b, c and d.

2.D. ACCOUNTS PAYABLE AND ACCRUED EXPENSES

Related Party Payables

The City of Cody had \$942,632 payable to the following related parties at June 30, 2016: \$158,972 in the Water Fund payable to Shoshone Municipal Pipeline and \$783,660 payable to Wyoming Municipal Power Agency. Further disclosure of related party transaction is reported in Note 4E.

Accrued Expenses

The City of Cody reported \$211,323 in accrued expenses as of June 30, 2016. Accrued expenses consist of wages earned by employees through June 30, 2016 which had not yet been paid and related payroll liabilities such as FICA. Due to the dates and report filing of certain payroll related expenses for items such as worker's compensation and retirement these items are also included in the accrual. These items were not paid prior to June 30, 2016 for their respective liability.

2.E. DEBT RESTRICTIONS AND COVENANTS

General Long-Term Debt

As required by State Statutes, the City may not incur any indebtedness that would require payment from resources beyond the current fiscal year revenue without first obtaining voter approval. For the year ended June 30, 2016 the City incurred no such debt or obligations.

NOTE 3. DETAIL NOTES ON TRANSACTION CLASSIFICATION

The following notes present detail information to support the amounts reported in the basic financial statements for its various assets, liabilities, equity, revenues and expenditures/expenses.

3.A. DEPOSITS AND INVESTMENTS

The City's investment policy is adopted pursuant to the requirements of W.S. 9-4-831(h). It is the policy of the City of Cody to invest public funds in a manner which will provide a reasonable rate of investment return while assuring the maximum holding of principal, meeting the daily cash flow demand of the City of Cody, and conforming to all federal, state, and local laws and regulations governing the investment of public funds. This policy applies to the investment of all

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public funds maintained by the City of Cody and except for cash held for certain restricted purposes the City of Cody consolidates cash balances from all funds to maximize investment earnings. Investment income is allocated to the various funds based on their respective participation and in accordance with Generally Accepted Accounting Principles.

Deposits with Financial Institutions

The City of Cody maintains funds on deposit at a local bank branch in non-interest bearing checking accounts. At June 30, 2016, the carrying amount of the City's cash and cash equivalents was \$12,512,362. The deposits with financial institutions as of the same date totaled \$12,436,297. The deposits were collateralized as follows:

Balance at June 30, 2015	Pledged Collateral	FDIC Insurance	Total Bank Collateral	Bank Collateral Over(under) Requirements
\$ 12,436,297	\$ 15,358,994	\$ 250,000	\$ 15,608,994	\$ 3,172,697

Investments

The City of Cody maintains investments in direct obligations of the U.S. Government, its agencies and instrumentalities to which the full faith and credit of the U.S. Government is pledged. It is the City's policy to purchase investments and hold them to maturity, therefore investments are reported at cost rather than fair market value. As of June 30, 2016, the City of Cody held the following investments:

Issuing Agency	Original Cost	Par Value	Market Value at June 30, 2016
Money Funds Federated Capital Reserve	\$398,306	\$398,306	\$398,306
U.S. Government Bonds	\$7,613,008	\$7,620,000	\$7,717,853
Total	\$8,011,316	\$8,018,306	\$8,116,159

Investment and Deposit Risk

Custodial credit risk is the risk that, in the event of bank failure, the City will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party (Wells Fargo Bank).

Bank Deposits – The City of Cody maintained 100% pledging of its deposits in financial institutions. FDIC covered \$250,000 of the bank balance while the remaining balance was secured by the pledging of additional collateral. At June 30, 2016, the collateral on the City of Cody's deposits exceeded the amount on deposit by \$3,172,697.

Federated Capital Reserve Money Funds - Money funds held as investments are collateralized through the Securities Investor Protection Corporation (SIPC) which protects securities up to \$500,000. As of June 30, 2016, the collateral on the City of Cody's money funds deposit exceeded the amount on deposit by \$101,694.

Third Party Payment Processors – the City of Cody utilizes third party payment processors for the collection of electronic payments from customers via credit card or automatic bank account debits. These transactions are processed through a financial

City of Cody, Wyoming
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institution and covered under the FDIC insurance. Funds are transferred to the City's bank accounts daily and pending transfers do not exceed \$250,000.

Interest rate risk is the risk that is associated with declines or rises in interest rates which cause an investment in a fixed-income holding to increase or decrease in value. The City's policy provides that to the extent practicable, investments are matched with anticipated cash flows and are diversified to minimize the risk of loss resulting from an over-concentration of assets in a specific maturity period or single issuer.

Concentration of credit risk is the risk of loss attributed to the magnitude of the City's investment in a single issuer. The City of Cody invests only in U.S. backed securities and bonds issued by different government agencies.

Call risk is the risk that is specific to bond issues and refers to the possibility that an instrument will be called prior to maturity and usually goes hand in hand with reinvestment risk. The City of Cody's investments are split 44% callable and 56% non-callable.

Reinvestment risk is the risk that in a declining interest rate environment investments offered do not provide the same level of income. Falling interest rates lead to a decline in cash flow from an investment when its principal is reinvested at lower rates. As of June 30, 2016, bonds in the amount of \$250,000 had been called with the reinvestment trade settled on July 5, 2016. The loss of interest income during this time period was not material.

Market risk is the risk that the value of a holding will increase or decline as a result of changes in market conditions. The City of Cody has a "buy and hold" policy meaning that bonds are held until maturity.

3.B. RECEIVABLES

As required by GASB #33, there is a court fine receivable recorded on the books in the amount of \$357,566 with an uncollectible allowance recorded of \$290,547. Many of the outstanding fines fall into the category of over 120 days past due, however, they are typically years past due and not considered collectible. Many of these accounts have been sent to collections.

A significant portion of the charges for services receivables are due from residents of Cody, Wyoming for utility services. Other receivables in the governmental funds consist of billings through the City's accounts receivable system for items such as building permits, miscellaneous items, licenses, etc. Proprietary funds accounts receivable consist of usage and tap fees billed to customers (solid waste, water, wastewater, and electric). They are as follows:

	Governmental	Enterprise Funds	Total
Accounts Receivable – billed	\$ 174,037	\$ 1,186,440	\$ 1,360,477
Accounts Receivable – unbilled	6,204	1,406,898	1,413,102
Allowance for Uncollectible Accounts	(37,274)	(124,860)	(162,134)
Accounts Receivable, net of allowance for uncollectible accounts	\$ 142,967	\$ 2,468,478	\$ 2,611,445

City of Cody, Wyoming
Notes to Basic Financial Statements
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3.C. DUE FROM OTHER GOVERNMENTS

Due from other governments consists of those revenues due from outside governmental agencies such as the county, state and federal government. The following is a schedule of those receivables and related deferred revenues:

	Governmental		Business-Type	
	<u>Receivable</u>	<u>Deferred</u>	<u>Receivable</u>	
Sales and Use Tax	\$529,834	\$-	\$-	\$-
Ad Valorem (Property) Tax	17,018	-	-	-
Severance Tax	58,822	58,822	-	-
Cigarette Tax	7,135	-	-	-
Lodging Tax	12,237	-	-	-
Lottery Proceeds	10,046	-	-	-
Motor Vehicle Tax	73,433	73,433	-	-
Grants	228,483	-	-	-
Gasoline Tax	20,276	-	-	-
Total	\$957,284	\$132,255	\$0	\$0

The amount shown on this schedule for Governmental deferred revenue (\$132,255) differs from deferred revenue total shown on the Governmental Funds Balance Sheet deferred revenue (\$180,914) due to certain deferred revenue not derived from intergovernmental sources.

3.D. CAPITAL ASSETS

Capital asset activity for the fiscal year ended June 30, 2016 was as follows:

GOVERNMENTAL CAPITAL ASSETS

	Balance at July 1, 2015	Adjustments	Additions	Disposals	Balance at June 30, 2016
Land	\$2,406,086	\$-	\$27,521	(\$15,000)	\$2,418,607
Construction in Progress	126,873	-	233,835	(118,215)	242,493
Buildings	13,255,897	-	-	-	13,255,897
Intangibles	76,400	-	-	-	76,400
Improvements	4,889,790	8,725	254,812	-	5,153,327
Furniture & Fixtures	75,503	33,125	123,974	-	232,602
Machinery & Equipment	4,920,226	(41,850)	448,189	(172,623)	5,153,942
Infrastructure	<u>16,980,401</u>	<u>-</u>	<u>372,369</u>	<u>-</u>	<u>17,352,770</u>
Total Assets	<u>42,731,176</u>	<u>-</u>	<u>1,460,700</u>	<u>(305,838)</u>	<u>43,886,038</u>
Accumulated Depreciation	(14,446,994)	-	(1,108,374)	153,460	(15,401,908)
Net Capital Assets	\$28,284,182	\$-	\$352,326	(\$152,378)	\$28,484,130

City of Cody, Wyoming
Notes to Basic Financial Statements
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PROPRIETARY CAPITAL ASSETS

	Balance at July 1, 2014	Adjustments	Additions	Disposals	Balance at June 30, 2015
Land	\$614,332	\$-	\$-	\$-	\$614,332
Intangibles	19,900	5,000	-	-	24,900
Construction in Progress	267,859	-	184,544	(257,487)	194,916
Buildings	1,623,979	-	-	-	1,623,979
Improvements	139,788	-	-	-	139,788
Machinery & Equipment	4,121,658	(5,000)	339,256	(248,467)	4,207,447
Infrastructure	<u>47,445,242</u>	-	<u>713,868</u>	-	<u>48,159,110</u>
Total Assets	<u>54,232,758</u>	-	<u>1,237,668</u>	<u>(505,954)</u>	<u>54,964,472</u>
Accumulated Depreciation	(20,017,296)	-	(1,273,310)	227,721	(21,062,885)
Net Capital Assets	\$34,215,462	\$-	(\$35,642)	(\$278,233)	\$33,901,587

3.E. RESTRICTED ASSETS

The restricted assets as of June 30, 2016 are comprised of customer deposits (see Note 3.F.) and were as follows:

Type of Restricted Assets	Governmental Funds	Enterprise Funds
General Fund	\$14,076	\$-
Electric Fund	-	<u>254,875</u>
Total Restricted Assets	\$14,076	\$254,875

3.F. LONG-TERM DEBT

The reporting entity's long-term debt is segregated between the amounts to be repaid from governmental funds (Government Activities Long-Term Debt) and the amounts to be repaid from proprietary funds (Business-Type Activities Debt).

As of June 30, 2016, the City's long-term debt consisted of the following:

Accrued Compensated Absences: Accrued compensated absences reported in the governmental activities are comprised of accrued vacation leave, sick leave and compensatory time.

Customer Deposit Liability: Utility customers without acceptable credit history are required to pay a meter deposit to obtain utility services. Utility deposits are refundable after 12 consecutive months of on-time payment history. Other customer deposits include encroachment deposits, landscaping deposits and bid bonds. Other deposits are refundable upon completion of the requirements of each type of deposit, typically within 12 months.

Net Pension Liability: Under GASB 68/71 the City of Cody is required to recognize pension expense and report deferred outflows of resources and deferred inflows of

City of Cody, Wyoming
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resources related to pensions for its proportionate share of collective net pension liability under cost-sharing employer plans.

CHANGES IN LONG TERM DEBT

	Balance at July 1, 2015	Additions	Deductions	Balance at June 30, 2016	Amounts Due within a Year
Governmental Activities:					
Accrued Compensated Absences	\$336,724	\$-	(\$9,811)	\$326,913	\$184,084
Customer Deposits	12,276	1,800	-	14,076	14,076
Net Pension Liability	<u>3,148,420</u>	<u>1,300,534</u>	<u>-</u>	<u>4,448,954</u>	<u>-</u>
Total Governmental Activities	3,497,420	1,302,334	(9,811)	4,789,943	198,160
Business-Type Activities:					
Accrued Compensated Absences	\$200,488	\$-	(\$12,018)	\$188,470	\$85,373
Customer Deposits	249,680	5,195	-	254,875	254,875
Net Pension Liability	<u>1,187,100</u>	<u>517,150</u>	<u>-</u>	<u>1,704,250</u>	<u>-</u>
Total Business-Type Activities	1,637,268	522,345	(12,018)	2,147,595	340,248
Total Long Term Debt	\$5,134,688	\$1,824,679	(\$21,829)	\$6,937,538	\$538,408

3.G. INTERFUND BALANCES AND ACTIVITIES

The City of Cody utilizes interfund transfers for both operating and capital purposes such as allocations to the Vehicle Replacement Fund, operating transfers from the Lodging Tax fund to the General Fund to finance community events and activities paid for by General Fund departments, and operating transfers from the Proprietary Funds to the General Fund to pay for costs associated with accounting, utility billing, and other administrative services paid for by the General Fund. Interfund transfers for the year ended June 30, 2016 were as follows:

		TO		
Fund		General Fund	Vehicle Replacement Fund	Total
FROM	General Fund	\$ -	\$ 335,850	\$ 335,850
	Lodging Tax Fund	\$ 31,999	\$ -	\$ 31,999
	Solid Waste Fund	\$ 361,802	\$ 140,155	\$ 501,957
	Water Fund	\$ 413,844	\$ 34,161	\$ 448,005
	Wastewater Fund	\$ 266,992	\$ 14,103	\$ 281,095
	Electric Fund	\$ 1,117,004	\$ 121,707	\$ 1,238,711
	Totals	\$ 2,191,641	\$ 645,976	\$ 2,837,617

The amount shown in this chart differs from the transfers shown on the Statement of Activities due to certain capital assets being transferred between funds.

City of Cody, Wyoming
Notes to Basic Financial Statements
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The following capital contributions are recorded as other financing sources due to the purchase of capital assets by the Vehicle Replacement Fund:

Fund	Amount
Water	\$ 37,817
Electric	188,225
Total	\$ 226,042

The amount shown on this schedule (\$226,042) for capital contributions differs from capital contributions total shown on the Statement of Revenues, Expenses and Changes in Fund Net Position Proprietary Funds capital contributions (\$492,331) due to contributed capital received from outside agencies.

At fund level, the purchase by the governmental fund is recorded as capital outlay expenditure and is a capital contribution in the proprietary fund. However, for the government-wide financial statements this activity is treated as a transfer between funds and activity is eliminated.

3.H. FUND BALANCES AND NET POSITION

Components of Fund Balances

As of June 30, 2016, fund balances components consisted of the following:

Fund	Non-Spendable	Restricted	Committed	Assigned
General Fund	\$ 196,544	\$ 45,481	\$ -	\$ 134,456
Public Improvements Fund	-	16,540	-	-
Vehicle Replacement Fund	-	-	-	2,681,687
Lodging Tax Fund	-	-	-	75,543
Total	\$ 196,544	\$ 62,021	\$ -	\$ 2,891,686

Net Asset Restrictions

In the governmental activities at the government-wide level there is a restriction in the amount of \$62,021 due to certain assets being restricted to a specific use such as the public improvements fund (\$16,540), police forfeiture funds (\$11,881), PEG grant (\$12,000) and convention center and Mentock Park projects (\$21,600).

NOTE 4. OTHER NOTES

4.A. EMPLOYEE PENSION PLANS

The City and all full-time and regular part-time employees participate in the Wyoming Retirement System (WRS), a cost-sharing multi-employer public employee retirement system.

Financial reporting information pertaining to the City's participation in the Wyoming Retirement System (WRS) is prepared in accordance with Governmental Accounting Standards Board (GASB) Statement No. 68, Accounting and Financial Reporting for Pensions, as amended by GASB Statement No. 71. The WRS was established through State Statutes W.S. 9-3-401 through W.S. 9-3-432. The WRS issues a publicly available Comprehensive Annual Financial Report that includes its financial statements and required supplementary information. Contact

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the Wyoming Retirement System for additional information or a summary plan description detailing the provisions of the plan, including benefits, actuarial assumptions, discount rates, investments held, expected rates of return, discount rate sensitivity and cost of living adjustments at 6101 Yellowstone Road, Suite 500, Cheyenne, Wyoming 82002, or by calling 307-777-7691. The information is also available on their website at www.retirement.state.wy.us

The WRS has plan assets of \$6,427,796,404 and a total pension liability of \$8,757,144,225, creating a net pension liability of \$2,329,347,821. The pension net position as a percent of total pension liability is 73.4%. The City of Cody's prorated share of the net pension liability is \$6,153,204. Of this amount \$4,448,954 is attributable to the General Fund and \$1,704,250 is attributable to the Enterprise Funds. The City's net pension liability is based on the ratio of actual contributions paid to WRS by the City to the total paid by all participants of the plan. The City's prorated share of the net pension liability is based on the ratio of actual contributions paid to WRS by the City to the total paid by all participants of the plan, which amounts to .2378%. The measurement date of the unfunded pension liability was December 31, 2015.

Fund	Net Pension Liability	Deferred Outflow	Net Change
General Fund	\$ 4,448,954	\$ 1,259,767	\$ 3,189,187
Solid Waste Fund	403,375	114,219	289,156
Water Fund	390,311	110,520	279,791
Wastewater Fund	151,680	42,949	108,731
Electric Fund	<u>758,884</u>	<u>214,886</u>	<u>543,998</u>
Total	\$ 6,153,204	\$ 1,742,341	\$ 4,410,863

WRS pays employees a defined benefit depending upon years of service and earnings using an accrued benefit cost method. By State Statute, the employer-allocated portion for public employees is 8.37% and the employee-allocated portion 8.25% for a total contribution rate of 16.62%. The City of Cody pays a higher percentage of the contributions at 12.19% and the employee pays 4.43% of the total contribution amount. Law enforcement employees participate at a higher contribution level of 17.2%. By State Statute, the employer-allocated portion is 8.6% and the employee-allocated portion is 8.6% of which the City paid 10.9% and employees paid 6.3%. Approximate contribution and payroll amounts for the last three fiscal years is as follows:

Year	Contribution Amount	Payroll Amount
June 30, 2016	\$ 960,401	\$ 5,734,080
June 30, 2015	\$ 876,714	\$ 5,416,756
June 30, 2014	\$ 793,200	\$ 5,223,490

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As of June 30, 2016, the amount owed to the WRS plan for the legally required contributions was \$105,906.86 in the following funds:

Fund	Payable Amount
General Fund	\$ 76,582
Solid Waste Fund	\$ 6,820
Water Fund	\$ 5,982
Wastewater Fund	\$ 3,166
Electric Fund	\$ 13,356
Total	\$ 105,906

Wyoming Retirement System has two tiers of benefits for City employees:

Tier 1: For employees who have made a contribution to the Plan for service prior to September 1, 2012, benefits are calculated using a multiplier of 2.125 percent for the first 15 years of service and 2.25 percent for years of service above 15 and the employee's three-year highest average salary. Employees under this tier are eligible for full retirement at age 60 or the Rule of 85 (age plus years of service in WRS equals 85 or more).

Tier 2: For employees who made their first contribution to the Plan for service on or after September 1, 2012 or if an employee terminated employment before being vested, or took a refund and then were reemployed on or after September 1, 2012, benefits are calculated using a multiplier of 2 percent for all years of service and the employee's five-year highest average salary. Employees under this tier are eligible for full retirement benefits at age 65 or the Rule of 85.

City employees are eligible for a reduced benefit when:

Under Tier 1 the employee reaches age 50 and are vested;

Under Tier 2 the employee reaches age 55 and are vested or

Under either Tier if the employee completes 25 years of service at any age

Law enforcement employees are eligible for full retirement after reaching age 60 and are vested or at any age with 20 years of service. Early retirement benefits are available with a reduced benefit after reaching age 50 and are vested.

4.B. RISK MANAGEMENT

Liability

The City is exposed to various risks of loss related to torts, theft of, damage to, or destruction of assets; errors and omissions; injuries to employees; employees' health and life; and natural disasters. The City manages these various risks of loss through participation in the Wyoming Local Government Liability Pool (LGLP). The City pays an annual actuarially determined assessment to LGLP for liability coverage. The coverage provides \$250,000 per claimant, but not more than \$500,000 per occurrence for all claimants. The deductible per occurrence is \$5,000. The contribution to the plan in the current year was \$59,888. Should claims exceed LGLP deposits, each participant is liable and will be assessed for its proportionate share whether

City of Cody, Wyoming
Notes to Basic Financial Statements
June 30, 2016

or not it continues to participate in the plan, should LGLP terminate, the City would receive its proportionate share of excess funds remaining in the LGLP account. The City has incurred no losses of significance in excess of coverage provided by LGLP in the last three years.

Health Insurance

The City also participates in the Wyoming Association of Municipalities Joint Powers Insurance Coverage (WAM-JPIC) as a means to acquiring health and life insurance at competitive rates. The package is acquired by pooling resources with other governmental entities. The City pays 100% of the cost for single coverage and 90% of the cost for dependent coverage with employees paying the other 10%. The total cost for health insurance for the City in the current year was \$1,250,153.

Property Insurance

Buildings and equipment are adequately insured under commercial insurance policies. The City has incurred no losses of significance in excess of coverage provided by the commercial carriers in the last three years. Total costs for property insurance for the City in the current year were approximately \$66,071.

4.C. LEASES

The City has entered into a lease agreement with the Cody Council on Aging, Inc. for a building constructed by the City for use as a senior center. The annual fair market value under the lease is approximately \$87,000. The term of the lease is 30 years beginning January 1, 2002 with valuation adjustments to be considered every five years. The annual lease payment is considered an in-kind contribution from the City to the Cody Council on Aging, a 501(c) (3) organization.

4.D. COMPENSATED ABSENCES

Accumulated vacation, sick leave and compensatory pay of the City's employees vest every other week and is recorded as a liability in the respective City funds. The General Fund's accrued vacation pay and sick leave is reported as a liability on the government-wide financial statements. Liabilities of the proprietary funds are reported within those funds at the fund level and government-wide level of financial statements. See Note 3.F. for further disclosure of the liabilities.

4.E. RELATED PARTY TRANSACTIONS

Jointly Governed Organizations

The City paid the following jointly governed organizations for the following during the fiscal year ended June 30, 2016:

Organization	Purpose	Amount Paid	Amount Owed as of June 30, 2016
Shoshone Municipal Pipeline	Wholesale water	\$1,479,892	\$158,972
Wyoming Municipal Power Agency	Wholesale electricity	\$9,578,594	\$783,660
Yellowstone Regional Airport	Operating contribution	\$197,289	\$0

City of Cody, Wyoming
Notes to Basic Financial Statements
June 30, 2016

Purchases from Elected Officials

During the fiscal year ended June 30, 2016 the City of Cody purchased materials and services from a council member in the amount of \$69,587.

4.F. COMMITMENTS

Construction Commitments

At June 30, 2016, the following construction commitments were outstanding of which some are being performed by City of Cody employees/departments:

Project	Fund/Department	Actual as of June 30, 2016	Anticipated Remaining Cost
Parks Shop Renovation	Parks Maintenance	\$220,056	\$179,943
Wastewater Treatment Facility	Wastewater	180,501	3,419,498
Beacon Hill Electric Tie Line Phase 1	Electric	14,415	92,879
Cody Cupboard Building Renovation	Public Facilities	<u>22,437</u>	<u>352,564</u>
Total		\$437,409	\$4,044,884

4.G. CHANGE IN ACCOUNTING PRINCIPLE

Net position as of July 1, 2015 has been restated as follows for the implementation of GASB Statement No. 68 and as amended by GASB Statement No. 71:

	Governmental	Enterprise Funds	Total
Net Position as previously reported at June 30, 2015	\$ 36,679,069	\$ 46,002,798	\$ 82,681,867
Net Pension Liability	(4,448,954)	(1,704,250)	(6,153,204)
Deferred Outflows	<u>1,259,767</u>	<u>482,574</u>	<u>1,742,341</u>
Total Prior Period Adjustment	(3,189,187)	(1,221,676)	(4,410,863)
Net Position as restated, July 1, 2015	\$ 33,489,882	\$ 44,781,122	\$ 78,271,004

4.H. CONTINGENCIES

Contingencies

Grant Program Involvement – in the normal course of operations the City participated in various federal and state grant/loan programs from year to year. The grant/loan programs are often subject to additional audits by the granting or loan agency, the purpose of which is to ensure compliance with the specific conditions of the grant or loan. Any liability for reimbursement which may arise as a result of these audits cannot be reasonably determined at this time, although it is believed the amount, if any, would not be material.

Litigation – the City is a party to various legal proceedings which normally occur in the course of government operations. The financial statements do not include accrual or provisions for loss contingencies that may result from these proceedings. While the outcome of the above noted proceedings cannot be predicted, due to the insurance coverage maintained by the City and the State Statute relating to judgments, the City feels that any settlement or insurance would not have a material adverse effect on the financial condition of the City.

City of Cody, Wyoming
Notes to Basic Financial Statements
June 30, 2016

4.I. SEGMENT INFORMATION FOR ENTERPRISE FUNDS

The City maintains four business-type activities which provide solid waste, water, wastewater and electric services. Only the Water Fund and the Electric Fund are required to have segment information presented, however Management has chosen to show limited segment information on each Proprietary Fund in this Note. Each fund is a major fund therefore the full segment information can be easily seen in the proprietary funds financial statements. Segment information for the year ended June 30, 2016 as follows:

	Solid Waste Fund	Water Fund	Wastewater Fund	Electric Fund	Combined Total
Total Assets	\$4,187,387	\$13,657,401	\$13,977,092	\$16,903,432	\$48,725,312
Current Assets	2,801,069	3,644,703	2,605,721	5,772,232	14,823,725
Non-current Assets	1,386,318	10,012,698	11,371,371	11,131,200	33,901,587
Current Liabilities	117,152	269,968	92,374	1,150,227	1,629,721
Net Position Capital Assets	1,386,318	10,012,698	11,371,371	11,131,200	33,901,587
Net Position Unrestricted	2,376,211	3,073,179	2,387,385	4,031,511	11,868,286
Operating Revenues	2,310,114	3,136,037	1,348,858	11,920,587	18,715,596
Operating Expense	1,644,407	2,674,093	957,163	10,770,727	16,046,390
Operating Income (Loss)	665,707	461,944	391,695	1,149,860	2,669,206
Interest Income	15,510	11,258	3,691	21,476	51,935
Development Fees	-	-	-	22,268	22,268
Hook-up Fees	-	63,116	-	52,405	115,521
Plant Investment Fees	-	-	24,000	-	24,000
Impact Fees	-	-	22,700	-	22,700
Tap Fees	-	21,396	-	-	21,396
Transfers Out	502,162	448,005	281,095	1,238,916	2,470,178
Change in Net Position	185,555	251,291	163,215	388,690	988,751
Net Position Beginning	3,614,997	12,897,633	13,588,072	14,862,248	44,962,950
Net Position Ending	3,762,529	13,085,877	13,758,756	15,162,711	45,769,873
Net Cash Flow Operations	735,689	829,654	850,458	1,456,397	3,872,198
Net Cash Flow Non-Capital	(495,456)	(332,942)	(280,756)	(992,936)	(2,102,090)
Net Cash Flow Capital	(40,101)	(79,816)	(138,584)	(331,231)	(589,732)
Net Cash Flow Investing	15,510	11,258	3,692	21,476	51,936
Beginning Cash	2,290,264	2,692,725	1,980,018	3,651,846	10,614,853
Ending Cash	\$2,505,906	\$3,120,879	\$2,414,828	\$3,805,552	\$11,847,165

4.J. SUBSEQUENT EVENTS/OTHER

The following actions were taken by the City Council subsequent to the June 30th end of the fiscal year but prior to the issue date of this report:

Awarded a professional services contract to GDA Engineering in the amount of \$26,940 for Design, Bid and Construction Observation & Administration duties associated with the Park Avenue Sanitary Sewer Replacement Project.

Awarded a professional services contract to Morrison-Maierle, Inc in the amount of \$41,900 for the complete Design, Bid and Construction Observation and Administration duties associated with the Sunset Boulevard North and South Treated Water Line Replacement Project.

City of Cody, Wyoming
Notes to Basic Financial Statements
June 30, 2016

Awarded Bid 2016-08, including alternates 1, 2, and 3 to Heart Mountain Construction in the amount of \$383,906 for the Cody Cupboard Project.

Approved the uncollectible account write offs in the amount of \$90,325.

Authorized the Mayor to enter into and sign an agreement as it relates to professional services agreement with Plan One Architects for the architectural and engineering services for the Mentock Playground Project in the amount of \$29,000.

Awarded Bid 2016-10 for a new 2017 Sanitation Pick up, ¾ Ton 4X4 Pickup w/Flatbed and Lift Gate to Denny Menholt in the amount of \$29,776.

Awarded Bid 2016-14 to Titan Machinery in the amount of \$203,000 for an Elgin Pelican Sweeper.

Awarded Bid 2016-13 to Park County Implement for a John Deere 1575 w/60' mulching deck in the amount of \$26,850.

Awarded Bid 2016-17 for the amount of \$372,857 to Children's Playstructures for the Mentock Park project.

Awarded Bid 2016-12 to Bobcat of the Big Horn Basin, Inc. in the amount of \$38,394 for an E50 T4 Bobcat Compact Excavator.

Awarded Bid 2016-11 to Harris Trucking and Construction in the amount of \$84,763 for the Sanitary Sewer Replacement of a new sewer main located on park Ave.

The City of Cody entered into a loan agreement with the Wyoming Office of State Lands and Investments in the amount of \$1,884,750. This loan is funded through the State Clean Water Revolving Account Loan Program with funds provided by the U.S. Environmental Protection Agency. No loan funds had been disbursed as of June 30, 2016 and repayment on the loan is not scheduled to begin until April 1, 2017. This loan is secured by the assignment and pledge of all revenues generated from the Wastewater user fees and Wastewater unrestricted reserves. The loan has a 20-year maturity and carries a 2.5% annual interest rate. The total interest payments are expected to be \$533,697 over the life of the loan.

At June 30, 2016 and through the date of the report management was unaware of further subsequent events warranting disclosure on the financial statements.

REQUIRED SUPPLEMENTAL INFORMATION

City of Cody, Wyoming
Statement of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual
General Fund - Modified Accrual Basis
for the fiscal year ended June 30, 2016

	<u>Budgeted Amounts</u>		<u>Actual Amounts (budgetary basis)</u>	<u>Variance with Final Budget Positive(Negative)</u>
	<u>Original</u>	<u>Final</u>		
Resources (inflows):				
Taxes				
Sales and Use Tax	\$ 3,382,899	\$ 3,382,899	\$ 2,898,785	\$ (484,114)
Franchise Tax	1,235,178	1,235,178	1,183,411	(51,767)
Licenses & Permits	65,000	65,000	70,418	5,418
Intergovernmental				
Federal Grants	33,846	117,329	107,519	(9,810)
State Grants	861,234	1,391,889	812,186	(579,703)
Pass Through Grants	11,903	11,903	-	(11,903)
Severance Tax	352,000	352,000	353,604	1,604
Royalties	473,000	473,000	450,872	(22,128)
State and Federal Funding	794,035	794,035	793,448	(587)
Other Taxes				
Motor Vehicle Tax	147,141	147,141	152,814	5,673
Gasoline Tax	415,429	415,429	401,082	(14,347)
Cigarette Tax	86,000	86,000	78,521	(7,479)
Ad Valorem Tax	591,164	591,164	613,573	22,409
Fines and Forfeitures	150,391	150,391	143,622	(6,769)
Charges for Services:				
Penalites and Fees	87,800	87,800	122,684	34,884
Parks and Recreation Fees	1,212,209	1,212,209	1,218,869	6,660
Public Works Fees	555,416	555,416	561,532	6,116
Assessment Revenue				
Investment Income	40,756	40,756	52,983	12,227
Contributions and Donations	351,629	351,629	338,844	(12,785)
Facility Rentals	26,425	26,425	20,558	(5,867)
Miscellaneous	15,500	15,500	103,310	87,810
Total Revenues	<u>10,888,955</u>	<u>11,503,093</u>	<u>10,478,635</u>	<u>(1,024,458)</u>
Other Financing Sources:				
Transfers from Other Funds	1,179,290	1,179,290	1,144,288	(35,002)
Total other Financing Sources	<u>1,179,290</u>	<u>1,179,290</u>	<u>1,144,288</u>	<u>(35,002)</u>
Amounts Available for Appropriation	<u>12,068,245</u>	<u>12,682,383</u>	<u>11,622,923</u>	<u>(1,059,460)</u>
Charges to Appropriations (outflows):				
General Government:				
Mayor and City Council	554,486	564,697	505,969	58,728
City Administrator	157,462	162,262	159,752	2,510
Administrative Services	1,483,921	1,479,121	1,383,424	95,697
Administrative Services - Pass Through Grants	9,903	25,719	15,681	10,038
Police	2,983,318	3,003,492	2,806,387	197,105
Parks	1,404,983	1,424,325	1,115,713	308,612
Public Facilities	533,902	914,302	540,981	373,321
Recreation Center	2,023,662	2,008,706	1,857,786	150,920
Community Development	573,871	573,871	557,682	16,189
Streets	1,881,511	2,016,061	1,693,271	322,790
Vehicle Maintenance	290,696	290,696	278,117	12,579
Total Charges to Appropriations	<u>11,897,715</u>	<u>12,463,252</u>	<u>10,914,763</u>	<u>1,548,489</u>
Transfers Out	-	-	-	-
Total Interfund Transfers	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Net change in fund balance	\$ 170,530	\$ 219,131	\$ 708,160	\$ 489,029
Fund Balance, beginning	<u>\$ 5,967,787</u>	<u>\$ 5,967,787</u>	<u>\$ 5,967,787</u>	<u>\$ -</u>
Fund Balance, ending	<u>\$ 6,138,317</u>	<u>\$ 6,186,918</u>	<u>\$ 6,675,947</u>	<u>\$ 489,029</u>

City of Cody, Wyoming
Statement of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual
General Fund - Modified Accrual Basis
for the fiscal year ended June 30, 2016

Adjustments to Generally Accepted Accounting Principles Basis:	
Changes in due from other governments	\$ (97,647)
Changes in due from other entities	3,389
Changes in court receivables and related accounts	27,681
Changes in other receivables	(10,496)
Changes in allowances	28,585
Changes in inventory	(52,597)
Changes in accrued liabilities	(36,571)
Changes in deferred revenue	<u>(25,219)</u>
Net change in fund balances - GAAP basis	<u>(162,875)</u>
Ending Fund Balance - GAAP Basis	<u><u>\$ 6,513,072</u></u>

Notes:

- (1) The City of Cody operates a Vehicle Maintenance department in the General Fund. The main function of this department is to provide maintenance and repair services on fleet vehicles and equipment. Under City policies, interdepartmental services performed by one department for another are credited to the performing department and charged to the receiving department to reflect the accurate cost of programs. For reporting purposes, the Enterprise Fund charges are shown as transfers in/out between funds. The General Fund activities are credited to the performing department and charged as an expense to the receiving departments. The cost allocation is calculated annually based on each department's percentage of use; therefore, actual costs are not being allocated. See Note 1.E. in the Notes to the Basic Financial Statements for additional details.

- (2) The City of Cody operates a Vehicle Replacement capital project fund which accounts for transfers from other funds within the primary government which is to be used to purchase vehicles and equipment. Transfers are based upon each department's vehicles and assigned replacement schedules to allocate appropriate funds to cover future replacements. See Note 3.G. in the Notes to the Basic Financial Statements for additional details.

- (3) The budget for the General Fund is prepared using the modified accrual basis of accounting.

City of Cody, Wyoming
 Budgetary Comparison Schedule - Modified Accrual Basis
 Major Governmental Fund
 for the fiscal year ended June 30, 2016

	LODGING TAX FUND			
	Budgeted Amounts		Actual Amounts	Variance with Final Budget Positive(Negative)
	Original	Final		
Resources (inflows):				
Taxes	\$ 109,630	\$ 109,630	\$ 124,497	\$ 14,867
Amounts Available for Appropriation	109,630	109,630	124,497	14,867
Charges to Appropriations (outflows):				
Mayor and City Council	26,000	26,000	15,157	10,843
Community Support	53,200	53,200	53,200	-
Transfers Out	67,000	67,000	31,999	35,001
Total Charges to Appropriations	146,200	146,200	100,356	45,844
Net change in fund balance	\$ (36,570)	\$ (36,570)	\$ 24,141	\$ 60,711
Fund Balance, beginning	\$ 51,402	\$ 51,402	\$ 51,402	\$ -
Fund Balance, ending	\$ 14,832	\$ 14,832	\$ 75,543	\$ 60,711

See independent auditor's report as it relates to required supplementary information.

OTHER SUPPLEMENTAL INFORMATION

City of Cody, Wyoming
Combining Balance Sheet
Non-Major Governmental Funds
June 30, 2016

	<u>Capital Projects Funds</u>		<u>Total Non-Major Governmental Funds</u>
	<u>Public Improvements Fund</u>	<u>Vehicle Replacement Fund</u>	
<u>Assets</u>			
Cash and Cash Equivalents	\$ 16,540	\$ 673,745	\$ 690,285
Investments	-	2,007,942	2,007,942
Total Assets	<u>\$ 16,540</u>	<u>\$ 2,681,687</u>	<u>\$ 2,698,227</u>
<u>Liabilities</u>			
Accounts Payable	\$ -	\$ -	\$ -
Total Liabilities	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<u>Fund Equity</u>			
Fund Balance:			
Nonspendable:	\$ -	\$ -	\$ -
Restricted:			
Public Improvements	16,540	-	16,540
Committed:	-	-	-
Assigned:	-	-	-
Capital Assets	-	2,681,687	2,681,687
Unassigned	-	-	-
Total Fund Equity	<u>\$ 16,540</u>	<u>\$ 2,681,687</u>	<u>\$ 2,698,227</u>
Total Liabilities and Fund Equity	<u>\$ 16,540</u>	<u>\$ 2,681,687</u>	<u>\$ 2,698,227</u>

See independent auditor's report as it relates to required supplementary information.

City of Cody, Wyoming
Combining Statement of Revenues, Expenditures and Changes in Fund Balance
Non-Major Governmental Funds
for the fiscal year ending June 30, 2016

	<u>Capital Projects Funds</u>		<u>Total Non-Major Governmental Funds</u>
	<u>Public Improvements Fund</u>	<u>Vehicle Replacement Fund</u>	
REVENUES			
Investment Income	\$ -	\$ 25,121	\$ 25,121
Total Revenues	<u>-</u>	<u>25,121</u>	<u>25,121</u>
EXPENDITURES			
Current:			
Streets	10,415	-	10,415
Capital Outlay	<u>22,526</u>	<u>496,665</u>	<u>519,191</u>
Total Expenditures	<u>32,941</u>	<u>496,665</u>	<u>529,606</u>
Revenues Over(Under) Expenditures	(32,941)	(471,544)	(504,485)
Other Financing Sources(Uses)			
Transfers In	-	645,979	645,979
Revenues and Other Financing Sources Over(Under) Expenditures and Other Uses	(32,941)	174,435	141,494
Fund Balance - beginning of year	<u>49,481</u>	<u>2,507,252</u>	<u>2,556,733</u>
Fund Balance - end of year	<u>\$ 16,540</u>	<u>\$ 2,681,687</u>	<u>\$ 2,698,227</u>

See independent auditor's report as it relates to required supplementary information.

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James B. Seckman, CPA, P.C.

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INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND
ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS
PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

To the Honorable Mayor and Members of the City Council
City of Cody, Wyoming

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Cody, Wyoming, as of and for the year ended June 30, 2016, and the related notes to the financial statements, which collectively comprise the City of Cody, Wyoming's basic financial statements, and have issued our report thereon dated October 21, 2016.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City of Cody, Wyoming's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City of Cody, Wyoming's internal control. Accordingly, we do not express an opinion on the effectiveness of the City of Cody, Wyoming's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City of Cody, Wyoming's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

CERTIFIED PUBLIC ACCOUNTANT

James B. Seckman, CPA, P.C.

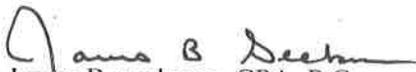
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Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.


James B. Seckman, CPA, P.C.

October 21, 2016

MEETING DATE: DECEMBER 6, 2016
DEPARTMENT: ADMINISTRATIVE SERVICES
PREPARED BY: LESLIE BRUMAGE, FINANCE
OFFICER
PRESENTED BY: LESLIE BRUMAGE, FINANCE
OFFICER

AGENDA ITEM SUMMARY REPORT

Resolution 2016-19 Budget Amendment

ACTION TO BE TAKEN:

Approve the resolution amending the FY16-17 budget.

SUMMARY OF INFORMATION:

The City of Cody adopted the budget for FY16-17 on June 21, 2016. Per State Statute, budgets may be amended through Resolution by the City Council. This request includes the following amendments:

- 1) Fish slide refurbishment – the City originally budgeted \$15,000 to refurbish the fish slide however the Shoshone Recreation Districted approved funding this expense and paid the vendor directly. There were no City funds expended so this request is to reduce the budgeted amount by \$15,000 in this line item.
- 2) Sanitation truck repairs – one of the City’s sanitation trucks needed significant repairs to replace the packer blade and cylinder that were unanticipated and not budgeted. This request is to increase the equipment maintenance and repairs line item by \$12,800 to cover the repair costs. The Solid Waste fund unrestricted reserves will be used to fund this expense.
- 3) Homeland Security Grant 2016 – the City was recently awarded a grant from Homeland Security for the purchase of ballistic vests. This grant was not budgeted for so this request is to increase the Police budget by \$8,150 for the purchase of these vests. The grant is 100% funded so no City funds will be expended.
- 4) Cody Cupboard building renovation – when the City Council awarded the bid for this project they also approved alternates 2 and 3 relating to the project which were not part of the originally budgeted costs. Funding of \$40,000 was approved by the Council from the General Fund restricted reserves with \$10,000 of offsetting revenue to be provided from Cody Cupboard/Christ Episcopal Church.
- 5) ASAP donations – the City received two donations for the After School Activities Program, one in the amount of \$250 from Issac Augedahl and \$500 from the Wyoming Community Foundation. This request would increase both the contributions revenue and the ASAP program expense line items for a zero net effect on unrestricted cash reserves in the General Fund.

FISCAL IMPACT

General Fund revenue will increase by \$10,750 and expenses will increase \$33,900. This will result in the usage of \$23,150 in unrestricted reserves.

Solid Waste expense will increase \$12,800 resulting in the use of unrestricted reserves of the same amount.

AGENDA ITEM NO. _____

ALTERNATIVES

At its discretion, the City Council may approve or deny the Resolution.

ATTACHMENTS

1. Resolution 2016-19

AGENDA & SUMMARY REPORT TO:

1. None

RESOLUTION 2016-19

A RESOLUTION AMENDING THE CITY OF CODY FINAL BUDGET FOR FISCAL YEAR 2015-2016

WITNESSETH:

WHEREAS, the final budget for Fiscal Year 2016-2017 was duly adopted by the City of Cody with Ordinance No 2016-13 on June 21, 2016 in accordance with the State of Wyoming Statutes; and

WHEREAS, the City of Cody Council has determined it is appropriate to amend the final budget, in accordance with proper governmental accounting and financial reporting practices; and

WHEREAS, funds are available to cover such amendments as designated in the requested action.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE City of Cody, the following action was authorized by the City of Cody Council:

	Current Budget	Proposed Amendment	Amended Budget
REVENUES			\$0
General Fund	\$11,263,938	\$10,750	\$11,274,688
Vehicle Replacement Fund	\$601,218		\$601,218
Lodging Tax Fund	\$132,496		\$132,496
Public Improvements Fund	\$0		\$0
Solid Waste Fund	\$2,377,807		\$2,377,807
Water Fund	\$3,328,105		\$3,328,105
Wastewater Fund	\$3,047,911		\$3,047,911
Electric Fund	\$13,221,154		\$13,221,154
TOTAL REVENUE	\$33,972,629	\$10,750	\$33,983,379
EXPENSES			\$0
Mayor - Council	\$495,804		\$495,804
Pass Through Grants	\$0		\$0
City Administrator	\$157,459		\$157,459
Administrative Services	\$1,376,288		\$1,376,288
Police	\$2,955,332	\$8,150	\$2,963,482
Parks Maintenance	\$1,340,500		\$1,340,500
Public Facilities	\$893,832	\$40,000	\$933,832
Recreation Center	\$1,098,579	\$750	\$1,099,329
Aquatics	\$807,446	(\$15,000)	\$792,446
Community Development	\$581,979		\$581,979
Streets	\$1,436,293		\$1,436,293
Vehicle Maintenance	\$306,277		\$306,277
Vehicle Replacement	\$564,836		\$564,836
Lodging Tax	\$160,784		\$160,784
Public Improvements	\$14,225		\$14,225
Solid Waste Fund	\$2,312,451	\$12,800	\$2,325,251
Water Fund	\$3,198,578		\$3,198,578
Wastewater Fund	\$3,943,525		\$3,943,525
Electric Fund	\$13,526,659		\$13,526,659
TOTAL EXPENSES	\$35,170,847	\$46,700	\$35,217,547

PASSED, APPROVED AND ADOPTED THE 6th DAY OF DECEMBER 2016

Nancy Tia-Brown, Mayor

Attest:

Cynthia Baker, Administrative Services Officer

MEETING DATE: DECEMBER 6, 2016
DEPARTMENT: PARKS AND RECREATION
PREPARED BY: RICK MANCHESTER,
DIRECTOR
PRESENTED BY: RICK MANCHESTER

ACTION TO BE TAKEN

City Council approves Resolution 2016-21 for Veterans Memorial Park.

SUMMARY OF INFORMATION

Chair, Russ Francis addressed the committee. All members were in favor of presenting the revised Veterans Memorial Park rules to Cody City Council for their consideration to adopt by Resolution. Including the wishes of the committee with regards to medallions and adornments. Carried Memorial Park Rules, regulations, fees, and permits in keeping with the spirit of the gift to the State of Wyoming, Park County, and the City of Cody. The rules and regulations are relative to the operations of the City of Cody and State of Wyoming. Relative to the operations of the Wyoming VETERANS MEMORIAL PARK so that the people and veterans of Wyoming may be better served. These rules shall be known as the "Park Rules" of Wyoming Veterans Memorial Park.

ALTERNATIVES

1. Adopt the resolution as recommended by the Veterans Memorial Park Committee.
2. Modify the rules as posted in resolution.
3. Do not adopt the rules.

ATTACHMENTS

1. Rules and standard operating procedures for rules, permits, and placing of adornments.
2. General rules to be placed at an approved location set in a committee approved location within the area of Veterans Memorial Park or parking area.

AGENDA & SUMMARY REPORT TO

1. Russ Francis, Veterans Memorial Park Committee Chair.
2. Veterans Memorial Park Committee December meeting.

AGENDA ITEM NO. _____

RESOLUTION 2016-21

A RESOLUTION ADOPTING PARK RULES FOR VETERANS MEMORIAL PARK. THE RULES ARE DEVELOPED AND RECOMMENDED BY THE 2016 VETERANS MEMORIAL PARK COMMITTEE.

WHEREAS, the Governing Body for the City of Cody, Wyoming develops park rules for City parks and open spaces that are not already set by Ordinance; and

WHEREAS, the Governing Body of the City of Cody, Wyoming recognizes the necessity of adopting rules for certain services, public facilities, etc.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF **CODY, WYOMING** hereby adopts the following rules effective as of December 7, 2016.

Wyoming Veterans Memorial Park Rules - Cody Wyoming

Memorial Park Rules, regulations, fees, and permits in keeping with the spirit of the gift to the State of Wyoming, Park County, and the City of Cody. Are the rules and regulations relative to the operations of the City of Cody and State of Wyoming? Relative to the operations of the Wyoming VETERANS MEMORIAL PARK so that the people and veterans of Wyoming may be better served.

These rules shall be known as the "Park Rules" of Wyoming Veterans Memorial Park.

1. **Supervision of Parks.** Veterans Memorial Park located in Cody and Park County Wyoming shall be operated and maintained under the direction of the Cody City Council to the Parks, Recreation, and Public Facilities Director with recommendations from the Veterans Memorial Park Steering Committee.
2. **Enforcement of Ordinances.** The City of Cody as well as all law enforcement agencies operating within the County of Park, including the County Sheriff's Department, the Wyoming State Highway Patrol shall see to the enforcement of all provisions relating to this park as contained in this resolution.

November 29, 2016

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3. **User Responsibility.** Each person, organization or corporate group using the grounds shall clean up all debris and leave the premises in good order, and the facilities in a neat and sanitary condition. Open fires are not permitted. It shall be unlawful for any person to vend, sell, peddle or offer for sale any commodity or article within the park, unless such sale is authorized by the Cody City Council. Grass areas—please no set-up of tables, chairs, or tents. The Committee respectfully asks that visitors to the Park stay on walkways.
4. **Personal Recognition.** Adornments and medallions may be placed on pavers only at the park on Veterans Day, Memorial Day, 4th of July, and special family recognition days. Items must be removed by the following Tuesday. Parks staff will be removing adornments and medallions on Tuesdays with their regular rounds. Permits are NOT required. The City of Cody assumes NO responsibility for items left.
5. **Obstruction & Vandalism.** No person shall obstruct any walk or drive in Veterans Memorial Park, and no person shall injure, mar, damage, or change any matter in a monument or add names, ornament, fence, seat, tree, shrub, flower, or other public property within or pertaining to the Veterans Memorial Park without authorization of the Parks, Recreation, and Public Facilities Director and in consultation with the Veterans Memorial Park Committee.
6. **Waste Handling.** No person shall bring in or dump, deposit or leave any bottles, broken glass, ashes, paper, boxes, cans, dirt, rubbish, waste, garbage, refuse, or other trash in any waste containers provided in the park.
7. **Inflammatory Language.** No person shall speak any statement to any person or about another person, capable of being heard by such person, which is derogatory, inflammatory, profane, disrespectful, which exists in sexual activity as a statement of disdain or intent, which questions the lineage of such person, or which in any way can be reasonably interpreted to raise anger of such person hearing such communication. This portion does not purport to

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limit the free flow of ideas in speech but does intend to prohibit such speech as may interrupt a peaceful enjoyment of Veterans Memorial Park.

8. **Safety.** No person shall endanger the safety of any other person by any conduct or act or permit any assault, battery, or engage in fighting within Veterans Memorial Park.
9. **Sound Amplification.** No person shall use a sound amplification device without a park permit from the Parks, Recreation, and Public Facilities Director.
10. **Closure.** Any park, section, or part of the park may be declared closed to the public by the Parks, Recreation, and Public Facilities Director or designee at any time and for any interval of time, either temporary or for regularly stated intervals.
11. **Animal Control.** It shall be unlawful to bring a dangerous animal into Veterans Memorial Park. It shall be unlawful to permit any dog to be in Veterans Memorial Park unless such dog is on a leash: a length of webbing, cord, chain or similar restraint, which is securely attached to the animal's collar or harness. The owner of every animal shall immediately retrieve and remove all feces deposited by his or her animal while off the owner's premises. Mutt Mitts are available in surrounding areas, and garbage containers are located in the Park. Any animal off the premises of the owner, and not under the control of and on leash held by the owner or a member of the owner's immediate family or other authorized person, or temporarily tethered by leash in an area open to the public so as not to cause an obstruction in any fashion, will be considered in violation of this chapter except as follows:
 1. Obedience trained animals participating in obedience training, field trials, shows or other similar competitions, when such animals are under the control of voice commands, and are obedient to those commands, and do not come into physical contact with other persons or animals.
 2. Authorized animals that are under the control of voice commands, and are obedient to those commands, that do not come into physical contact with other persons or

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animals and are being trained for search and rescue, law enforcement, or assistance animals with permission from the chief of police.

3. Animals in areas specifically designated for off leash use. Such areas shall be designated by resolution adopted by the governing body of the city of Cody.
4. Venomous animals or other animals that may cause injury to others must be kept in a secure container when being transported in or through a public place.

12. **Signs.** It shall be unlawful for any person to paste, glue, tack or otherwise post any sign, placard, advertisement, or inscription whatsoever, nor shall any person erect or cause to be erected any sign whatsoever on any public lands or highways or roads adjacent to Veterans Memorial Park. This section should not apply to any properly authorized park sign pursuant of official duty.

13. **Alcoholic Beverages and Controlled Substances.** Alcoholic beverages are prohibited.

14. **Digging and Staking.** It shall be unlawful for any person, individual, organization, or corporate group to do any staking, trenching, or digging anywhere in Veterans Memorial Park without express permission from Parks, Recreation, and Public Facilities Director.

15. **Motor Vehicles, Operation.** It shall be unlawful for any individual to operate or park a motor vehicle within Veterans Memorial Park except on roads or designated parking areas; with the exception of motorized wheelchairs. Motor vehicles cannot be operated on a park road or a parking lot at a speed exceeding 10 mph, in an unsafe manner, or to do so by disobeying traffic signals or signs. When a motor vehicle is found parking in the park area, the registration plate displayed on the motor vehicle shall constitute prima facie evidence that the owner of the vehicle was the person who parked it in the location where

it is found. It shall be unlawful to operate an off-the-road motor driven vehicle such as a mini-bike, motorcycle, snowmobile, ATV or any motorized device; with the exception of motorized wheelchairs.

16. **Mass Gatherings.** Mass gatherings are only permitted pursuant to the permit for such purposes obtained in the manner as adopted by the City of Cody. Permitted gatherings must be determined to have a Military or Veteran relationship.

17. **Penalties.** Any violation of any section of this resolution shall be a misdemeanor, and any person upon conviction thereof, shall be punished according to the Ordinances of penalty of the City of Cody.

18. **Severability.** If any portion of this regulation or the application thereof to any person or circumstances shall be found to be invalid by a court, such invalidity shall not affect the remaining portion or applications of this regulation which can be given effect without the invalid portion or application, provided such remaining portions are not determined by the court to be inoperable, and to this end this regulation is declared to be severable.

19. **Permitting Process.** Fees for use of Veterans Memorial Park. A fee may be charged for exclusive use of Veterans Memorial Park. When making reservations for any part of the park, the person making the reservation must provide the City of Cody proof of liability insurance per City Ordinance.

20. **Adoption.** It is hereby resolved by the Cody City Council that the foregoing regulations affecting the public health, safety, and welfare of the City of Cody of Park County hereby adopts these rules effective as of December 7, 2016.

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21. Effective Date. This Resolution shall take effect immediately subsequent to proposal and adoption by the Cody City Council. All ordinances or part of ordinances inconsistent herewith are hereby repealed.

PASSED, APPROVED AND ADOPTED THIS 7th DAY OF DECEMBER 2016

Mayor Nancy Tia Brown

Attest:

Cindy Baker, Administrative Services Officer

November 29, 2016

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City of Cody WY
WYOMING STATE VETERANS MEMORIAL PARK
PERMITTED USE OF
VETERANS MEMORIAL PARK POLICY

Applicant is responsible for obtaining any and all necessary permits and/or licenses for the event.

1. Obtain, complete and return the signed Application for Use of the Park and Use of Park Policy. All requests must honor the Military or Veterans in theme and purpose of the event.
2. Complete all required information.
3. Return to Parks, Recreation, and Public Facilities Department.
4. The Monument may not be used for any postings, exhibits or other materials.
5. Electrical hook-up is available at the Monument. There is an additional usage charge for electricity.
6. Vehicles are not allowed on the Park grounds. Please stay off grass.
7. Applicant is responsible for removal of all event-generated trash in the Park. At the close of the event, trash must be removed from this receptacle and all other trash containers that the applicant uses.
8. Use of the Park is restricted to the perimeters of the Park only.
9. Respect all neighboring properties.
10. The applicant is responsible for monitoring the use of the Park.
11. Tables and chairs may be set up on the grounds on hard surfaces only.
12. Tents or canopies not more than 12' x 12' in size may be set up, in designated areas, upon approval of the Parks & Recreation Director or designee. Ground stakes are prohibited due to underground irrigation system.
13. Posters, signs, etc..., must not block other signage on the grounds. Do not attach anything to existing sign posts or to the trees. Remove all signs at the close of the event.
14. Grass areas, please no set-up or walking on grass areas at Veterans Memorial Park. The Committee respectfully asks that visitors to the Park stay on walkways.
15. Sound amplification requires a permit from Parks & Recreation Director.

Signed: _____ Date: _____

ORDINANCE NO. 2016 - 17

**AN ORDINANCE AMENDING TITLE 1, CHAPTER 7C,
SECTION 5, OF THE CITY OF CODY CODE: SALARIES**

**BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF
CODY, PARK COUNTY, WYOMING:**

Title 1, Chapter 7C, Section 5, of the City of Cody Code, shall be amended as follows:

1-7C-5:

- A. The annual salary for the mayor shall be twenty four thousand (\$24,000.00) commencing January 1, 2009, and shall be paid in twenty six (26) biweekly installments.
- B. Each governing body member shall be paid compensation quarterly in the sum of one hundred dollars (\$100) for actual attendance at each regular or special meeting of the governing body, or any committee meeting.
- C. The annual salary for the municipal court judge shall be thirty six thousand (\$36,000) and shall be paid in twenty four (24) installments. Alternate municipal court judges shall receive compensation at the rate of one hundred dollars (\$100) per hour for each hour, or proportion thereof, such alternate judge provides services to the City as a municipal court judge.

This Ordinance shall become effective at the final passage and publication in the Cody Enterprise as required by law.

PASSED ON FIRST READING: _____, 2016

PASSED ON SECOND READING: _____, 2016

PASSED ON THIRD READING: _____, 2016

ATTEST:

Nancy Tia Brown, Mayor

Cynthia D. Baker
Administrative Services Director

MEETING DATE: 11/15/16

DEPARTMENT: PUBLIC WORKS

PREPARED BY: ROB KRAMER

PRESENTED BY: STEVE PAYNE

AGENDA ITEM SUMMARY REPORT

Bid 2016-19 (1) New 2017 or Newer Front End Loader

ACTION TO BE TAKEN:

Reject all bids for Bid 2016-19, and retain the current John Deere 524K loader.

SUMMARY OF INFORMATION:

In 2014 a Buyback Agreement was signed with Honnen Equipment for the John Deere 524K loader purchased from them through Bid 2014-09. This Buyback Agreement was for two years. As we have reached the end of the two years, we now have the option to provide the loader back to Honnen Equipment for the repurchase price of \$120,000.00.

Staff sent out Bid 2016-19 to obtain current costs and buyback options for a new, current model loader.

Packets were sent to Ameri-Tech Equipment, Honnen Equipment, Jacks Truck and Equipment, Komatsu Equipment Company, Modern Machinery, Power and Equipment Company, Titan Machinery, Tractor and Equipment, TriState Truck and Equipment, Woodward Tractor and Rental Inc., and Wyoming Machinery Company.

Six bidders submitted six bids. These bids were opened at City Hall on 11/3/16.

Honnen Equipment, of Mills, submitted one bid for (1) John Deere 524K in the amount of \$126,493.00.

A 2 Year buyback option was provided in the amount of \$113,000, and a 3 Year buyback option was provided in the amount of \$105,000.00.

Modern Machinery, of Billings, submitted one bid for (1) Komatsu WA270-8 in the amount of \$144,500.00.

A 2 Year buyback option was provided in the amount of \$130,000.00, and a 3 Year buyback option was provided in the amount of \$115,000.00.

Tractor & Equipment Co., of Billings, submitted one bid for (1) CAT 926M in the amount of \$124,700.00.

A 2 Year buyback option was provided in the amount of \$109,000.00, and a 3 Year buyback option was provided in the amount of \$98,000.00.

Titan Machinery Inc, of Gillette, submitted one bid for (1) Case 621G in the amount of \$153,500.00.

AGENDA ITEM NO. _____

A 2 Year buyback option was provided in the amount of \$132,750.00, and a 3 Year buyback option was provided in the amount of \$125,000.00.

Tri State Truck & Equipment Inc, of Billings, submitted one bid for (1) Volvo L60H, in the amount of \$126,950.00.

A 2 Year buyback option was provided in the amount of \$121,450.00, and a 3 Year buyback option was provided in the amount of \$114,950.00.

Woodward Tractor & Rental, of Cody, submitted one bid for (1) Kawasaki 67Z7 in the amount of \$129,925.72.

No buyback options were provided.

After reviewing the submitted bids staff is asking to reject all bids and keep the current 524K loader.

FISCAL IMPACT

Retaining the current loader would have no fiscal impact. The current loader is valued at \$145,000.00 with a repurchase price of \$120,000.00.

Purchasing a new loader would require an additional \$6,950.00 to come from the Fiscal Year 2016/2017 budget. The remaining funding, in the amount of \$120,000.00, would come from the repurchase of the 2014 John Deere 524L loader by Honnen Equipment.

ALTERNATIVES

Direct staff to reject or award Bid 2016-19.

ATTACHMENTS

1. Bid packet 2016-19

AGENDA & SUMMARY REPORT TO:

1. Cody Wulffenstein, Honnen Equipment, codywulffenstein@honnen.com
2. Thor Loftsgaard, Modern Machinery, thor@modernmachinery.com
3. Kraig Pester, Tractor & Equipment, kpester@tractorandequipment.com
4. David Weller, Titan Machinery, david.weller@titanmachinery.com
5. Tom Hunt, Tri State Truck & Equipment Inc., tomh@tste.com
6. George Fagan, Woodward Tractor & Rental, pfagan@vcn.com

AGENDA ITEM NO. _____

Synopsis

The City of Cody currently owns a 524K John Deere Loader that was purchased in 2014. The loader was purchased new and the purchase included a buyback option that essentially indicated that Honnen would purchase back the piece of equipment in two years(2016) for \$120,000. The loader was purchased under the government discount option; which is substantial as compared to market value. The buyback option expired as of 9/29/2016 and to be honest Honnen didn't even remember that they had made the commitment in 2014 as they have had personnel changes. We could probably push this issue if the Council wants to go that route.

According to review of web sites, the current market value of the loader approximates \$145,000. If Council members are interested I can provide this data. A review of web sites shows that there are several loaders for sale at this time and the City may not get full value, but is likely we could easily sell the loader and break even.

The loader bid expires on December 3, 2016. This means if the council wants to take any action in terms of awarding the bid the Council would have to hold a special meeting.

We have spoken to the purchasing agent for the State, and the loader bid for this year will come out this month. So we are too late to get on this bid, but even if we were timelier, the City Attorney has not been able to recommend a process to be utilized in getting in on the State process.

That brings us to the present. The City did not budget any monies for the Loader replacement this fiscal year. It was identified in the Vehicle Replacement Fund Spread Sheet as being replaced, but no funds were allocated as the thought process was the buyback option was going to essentially pay for itself. To award the Loader bid, the Council would need to authorize a budget amendment for the expenditure of funds. Based on the buyback options provided in this bid the Council would have to award the bid to Tri State Truck and Equipment Inc. of Billings (even with the 5% preference for out of state bidder). The City could then sell the existing loader through the Surplus Sales Auction Site and reimburse the Vehicle Replacement Fund with whatever funds are garnered.

Recommendation is still the same. The existing loader is in great shape, is fully functional and is essentially new. We are approaching snow season during which we will utilize the loader even more than usual. Having a time frame without a loader is not ideal at this time. Based on a review of current depreciation of values for loaders it does not appear the City will suffer any loss of money and will likely be ahead if we wait and get on the State program. Based on a review of current market annual cost impacts, the loader would likely be worth \$130,000 in two years and we can budget for the expenditure as we do with all other purchases. Added benefit, if we wait the market may improve and the City could do even better with a possible sale of the loader.

Review of Bids with 5% Preference

Bidder	Unit	Base Bid	2 yr Buyback	3 Yr Buyback	2 Yr Diff	3 Yr Diff	Cost per year for 2 yrs	Cost per year for 3 years
Honnen Equipment, of Mills	John Deerer 524K	\$126,493.00	\$113,000.00	\$105,000.00	\$13,493.00	\$21,493.00	\$6,746.50	\$7,164.33
Modern Machinery, of Billings	Komatsu WA270-8	\$144,500.00	\$130,000.00	\$115,000.00	\$21,725.00	\$36,725.00	\$10,862.50	\$12,241.67
Tractor & Equipment Co., of Billings	CAT 926M	\$124,700.00	\$109,000.00	\$98,000.00	\$21,935.00	\$32,935.00	\$10,967.50	\$10,978.33
Titan Machinery Inc, of Gillette	Case 621G	\$153,500.00	\$132,750.00	\$125,000.00	\$20,750.00	\$28,500.00	\$10,375.00	\$9,500.00
Tri State Truck & Equipment Inc, of Billings	Volvo L60H	\$126,950.00	\$121,450.00	\$114,950.00	\$11,847.50	\$18,347.50	\$5,923.75	\$6,115.83
Woodward Tractor & Rental	Kawasaki 67Z7	\$129,925.72	N/A	N/A				

Actual Bids

Bidder	Unit	Base Bid	2 yr Buyback	3 Yr Buyback	2 Yr Diff	3 Yr Diff	Cost per year for 2 yrs	Cost per year for 3 years
Honnen Equipment, of Mills	John Deerer 524K	\$126,493.00	\$113,000.00	\$105,000.00	\$13,493.00	\$21,493.00	\$6,746.50	\$7,164.33
Modern Machinery, of Billings	Komatsu WA270-8	\$144,500.00	\$130,000.00	\$115,000.00	\$14,500.00	\$29,500.00	\$7,250.00	\$9,833.33
Tractor & Equipment Co., of Billings	CAT 926M	\$124,700.00	\$109,000.00	\$98,000.00	\$15,700.00	\$26,700.00	\$7,850.00	\$8,900.00
Titan Machinery Inc, of Gillette	Case 621G	\$153,500.00	\$132,750.00	\$125,000.00	\$20,750.00	\$28,500.00	\$10,375.00	\$9,500.00
Tri State Truck & Equipment Inc, of Billings	Volvo L60H	\$126,950.00	\$121,450.00	\$114,950.00	\$5,500.00	\$12,000.00	\$2,750.00	\$4,000.00
Woodward Tractor & Rental	Kawasaki 67Z7	\$129,925.72	N/A	N/A				